

Government of the People's Republic of Bangladesh
Ministry of Public Administration
Printing Section
www.mopa.gov.bd

AP-1
28/09/2019

No-05.00.0000.120.25.037.18-262

Date : 23 September, 2019

To : Chief Accounts Officer
Ministry of Public Administration
22, Purana Paltan, Dhaka.

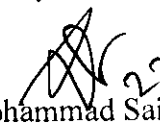
The undersigned is directed to convey the sanction of the Government of the People's Republic of Bangladesh to the following officials to visit Manufacturer's premise of Heidelberg Druckmaschinen AG, Germany from 15 September 2019 or from the date of commencement of journey for 05 (five) days excluding transit period under the following terms & conditions:

| SL. No. | Name & Designation | Office Address |
|---------|--|--|
| 1. | Mr. A F Amin Choudhury (4735) Director General (Additional Secretary) | Department of Printing & Publications Ministry of Public Administration, Dhaka. |
| 2. | Mr. A F M Hayatullah(5785) Joint Secretary (Printing and Transport) | Ministry of Public Administration, Dhaka. |
| 3. | Mr. Md. Asaduzzaman (15404) Deputy Director (Deputy Secretary) | Government Printing Press. Department of Printing & Publications Ministry of Public Administration, Dhaka. |
| 4. | Mr. Md. Shakhawat Hossain (15791) Deputy Director (Deputy Secretary) | Security Printing Press. Department of Printing & Publications Ministry of Public Administration, Dhaka. |
| 5. | Mr. Muhammed Ahashanur Rahman. Assistant Director (C.C.) | Government Printing Press. Department of Printing & Publications Ministry of Public Administration, Dhaka. |

2. Terms & conditions:

- The period of this visit including transit will be treated as on duty.
- Graphics Limited, Tejgaon, Dhaka will bear all the expenses of the officials of this visit.
- On return from abroad, officials will report to their office and submit a report to the Ministry of Public Administration within 15 (fifteen) days.
- They will draw their pay and allowances in local currency.
- They will draw allowances admissible by rules.
- They will not be allowed to stay abroad beyond the approved period.

3. This order is issued with the approval of the competent authority.


(Kazi Mohammad Saiful Islam)
Deputy Secretary
Phone: 9511068
Email: adminprint@mopa.gov.bd

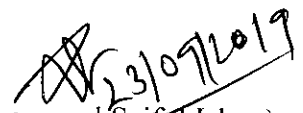
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Copy for kind information & necessary action (not according to seniority):

01. Cabinet Secretary, Cabinet Division, Dhaka/Principal Secretary, Prime Minister's Office, Dhaka.
02. Secretary, Security Services Division/Public Security division, Ministry of Home Affairs, Dhaka.
03. H.E. Ambassador of Germany in Bangladesh/ H.E. Ambassador of Bangladesh in Germany.
04. Mr. A F Amin Choudhury, Director General(Additional Secretary), Department of Printing & Publications, Dhaka.
05. Additional Secretary(Administration), Ministry of Public Administration, Dhaka.
06. Director General, Department of Immigration & Passport, Agargaon, Dhaka.
07. Mr. A F M Hayatullah, Joint Secretary (Printing and Transport), Ministry of Public Administration, Dhaka.
08. Director General (Consular), Ministry of Foreign Affairs, Dhaka (with request to issue Note Verbale).
09. P.S. to Hon'ble Minister of State, Ministry of Public Administration, Dhaka.
10. Mr. Md. Asaduzzaman, Deputy Director (Deputy Secretary), Government Printing Press., Department of Printing & Publications
11. Mr. Md. Shakhawat Hossain, Deputy Director (Deputy Secretary), Security Printing Press, Department of Printing & Publications.
12. Mr. Muhammed Ahashanur Rahman, Assistant Director (C.C.), Government Printing Press., Department of Printing & Publications
13. P.S. to Secretary, Ministry of Public Administration, Dhaka.
- ✓14. System Analyst, PACC, Ministry of Public Administration, Dhaka (with request to publish in the MOPA website).
15. Director, Hazrat Shahjalal International Airport, Dhaka.
16. Executive Director, Graphics Limited, 225, Tejgaon I/A, Dhaka-1208.


(Kazi Mohammad Saiful Islam)
Deputy Secretary
Phone: 9511068
Email: adminprint@mopa.gov.bd