

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

No-05.00.0000.122.00.013.11-241

Date- 06.11.2019


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

The Undersigned is directed to convey the Government's approval to the following officers for participating in the Overseas Exposure Visit to observe the different Welfare Programs and Activities regarding Government Employees taken by the Government of The Federal Republic of Germany from 10th November to 19th November, 2019 (ten days) or nearest possible time and date ;

S. No	Name of participants and ID	Designation	Place of Posting
01	Mr. Satya Brata Saha (4747) & Head of the Delegation	Director General (Secretary to the govt.)	Bangladesh Employees Welfare Board.
02	Mr. Md. Ali Kadar (5732)	Additional Secretary	Ministry of Public Administration.
03	Mr.Md.Abdullah Hokkany (15011)	PS to Director General & Senior Assistant Secretary	Bangladesh Employees Welfare Board.
04	Mrs. Tahmina Mahmood	Director	Bangladesh Employees Welfare Board Divisional office Dhaka.

Terms & Conditions:

- a) They will start their journey for Germany on a convenient date near to 10th November, 2019.
- b) The period of this visit and the time spent for travel and transit will be treated as on duty.
- c) They will draw their pay and allowances in local currency.
- d) All expenses of the said Exposure Visit will be borne from the budget of financial year 2019-2020 of the Bangladesh Employees Welfare Board .
- e) They will not be allowed to stay abroad more than the approved period.
- f) They will have to submit report on the visit to the the Secretariat Section mopa within 15(fifteen) days after their return from the visit.
- g) Mr. Satya Brata Saha (4747),Head of the Delegation and Director General of Bangladesh Welfare Board will be accompanied by his wife Mrs. Mukti Saha. All expenses of Mrs. Mukti Saha will be borne by Mr. Satya Brata Saha.
- h) This order issued with the approval of the competent authority.


(Naïma Hossain)
Deputy Secretary
phone- 9549621

e-mail: adminsec@mopa.gov.bd

P.T.O.

No-05.00.0000.122.00.013.11-241(25)

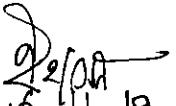
Date- 06.11.2019

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

01. Cabinet Secretary, Cabinet Division, Bangladesh Secretariat, Dhaka,
02. Principle Secretary to the prime Minister, prime Minister's office, Dhaka.
03. Senior Secretary -----Ministry/Division.
04. Secretary -----Ministry/Division.
05. Director General (Secretary to the govt) Bangladesh Employees Welfare Board.
06. H.E. The Ambassador of Germany , Embassy of The Federal Republic of Germany in Bangladesh, Diplomatic Enclave, 11 Madani Ave, Baridhara, Dhaka-1212.
07. H.E. The Ambassador of Bangladesh, Embassy of The People's Republic of Bangladesh, Berlin, Germany.
08. Director General, Immigration and passport, Dhaka.
09. Director General (Consular) Ministry of Foreign Affairs, Dhaka (with request to issue Note Verbale).
10. Director, Hazrat Shahjalal International Airport, Dhaka.
11. Accounts Officer, Ministry of Public Administration Bangladesh Employees Welfare Board, Dhaka.
12. Mr/Mrs -----.

Copy for kind information :

01. Additional Secretary(Admin), Ministry of public Administration.
02. PS to Hon'ble Minister of State, Ministry of Public Administration.
03. PS to Secretary, Ministry of Public Administration.
04. Senior System Analyst, Ministry of Public Administration (with request to publish in the MOPA website)
- ✓ 05. Office Copy.


0.6.11.19
(Naima Hossain)
Deputy Secretary
phone- 9549621

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