

Government of the People's Republic of Bangladesh  
Ministry of Public Administration  
Foreign Training Branch  
[www.mopa.gov.bd](http://www.mopa.gov.bd)

No.05.00.0000.202.00.004.16-72

Date: 01/09/2016

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 "Training and Exchange Programme" going to be held in China from 20-30 September 2016 under the terms and conditions described in para 02;

**Management Team**

Sl. No.	ID No.	Name	Designation	Place of posting
1	5326	Mr. Mahmud Hassan	Joint Secretary	Ministry of Public Administration
2	15475	Mr. Md. Toufiq-e-Leahi Chowdhury	Senior Assistant Secretary	Ministry of Public Administration
3	15785	Mr. Redwan Ahmed	Senior Assistant Secretary	Ministry of Public Administration
4	16005	Mr. A T M Shariful Alam	Senior Assistant Secretary	Ministry of Public Administration
5		Mr. Md. Musleh Uddin	Senior Systems Analyst	Ministry of Public Administration

**Core Participants**


Sl. No.	ID No.	Name	Designation	Place of Posting
1	3199	Mr. Bijoy Bhattacharjee	Additional Secretary	Cabinet Division
2	2136	Ms. Shirin Akhtar	Director General (Additional Secretary)	Bangladesh Government Employee's Welfare Board
3	2337	Ms. Mahmuda Akhter Meena	Additional Secretary	M/O Cultural Affairs
4	2119	Mr. Md. Anwarul Islam Sikder, ndc	Chairman (Additional Secretary)	Sustainable and Renewable Energy Development Authority (SREDA), Power Division
5	3490	Mr. Saraf Uddin Ahmed	Additional Secretary	M/O Information
6	3498	Mr. S.M Shawkat Ali	Chairman (Additional Secretary)	Bangladesh Jute Corporation
7	3539	Mr. Rupan Kanti Shil	Additional Secretary	M/O Social Welfare
8	3555	Begum Vikarun Nessa	Director General (Additional Secretary)	Department of Printing & Publications
9	4519	Mr. Md. Abdul Hannan	Divisional Commissioner (Additional Secretary)	Office of the Divisional Commissioner, Rajshahi
10	4617	Mr. G.M. Saleh Uddin	Divisional Commissioner (Additional Secretary)	Office of the Divisional Commissioner, Mymensingh
11	4700	Kazi Hasan Ahmed	Divisional Commissioner (Additional Secretary)	Office of the Divisional Commissioner, Rangpur
12	4712	Mr. Md. Ruhul Amin	Divisional Commissioner (Additional Secretary)	Office of the Divisional Commissioner, Chittagong
13	4615	Mr. Md. Ashraf Shameem	Additional Secretary	Cabinet Division
14	4621	Mr. Abul Kalam Azad	Additional Secretary	M/O Public Administration
15	4672	Mr. Munshi Shahabuddin Ahmed	Transport Commissioner (Additional Secretary)	Department of Government Transport
16	4711	Mr. A K M Zakir Hossain Bhuiyan	Additional Secretary	M/O Education
17	4751	Mr. Md. Mohibul Haque	Additional Secretary	M/O Home Affairs
18	4827	Mr. M Baziul Karim Chaudhury	Chairman (Additional Secretary)	Rajdhani Unnayan Kartripakkha (RAJUK)
19	5027	Ms. K F M Parveen Akhter	Additional Secretary	M/O Liberation War Affairs
20	7362	Mr. Md. Zakir Hossain Akanda	Additional Secretary	M/O of Disaster Management and Relief

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02. Terms and Conditions:

- a) They will start their journey for China on a convenient date near to September 20, 2016;
- b) Total period of this course and the time spent for travel and transit will be treated as on duty;
- c) They will draw all parts of their pays and allowances in local currency;
- d) Round trip airfare, accommodation and local transportation costs of the above-mentioned participating officers will be borne by the Government of China;
- e) They are entitled to draw Pocket Allowance equivalent to 30% of the Comprehensive Allowance (as per entitlements) as stated in the Office Memorandum no. AMA/AaBi/Ex.Control-2/2 (19)/2000-04/Part-1/221(1000) of the Finance Division, Dated: 9 October, 2012 (Paragraph 7 Ka and 11) with its latest amendment (Circular of Finance Division, No. 07.152.099.00.001.2004-35 dated 24/8/2015) and Office Memorandum no. AMA/AaBi/Ex.Control-2/2 (19)/2000-04/Part-1/67 of the Finance Division, Dated: 10 March, 2013 for the travel period.
- f) They will draw their Pocket Allowance from the budget allocation of TA Code of their respective offices;
- g) They will not be allowed to stay abroad for more than the approved period;
- h) They will have to submit a report to the Foreign Training Branch of the Ministry of Public Administration within five days after their return from the course.

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

  
(Dr. Abdul Hamid)  
Deputy Secretary  
Phone: +880-2-9574426  
[sasft.mopa@gmail.com](mailto:sasft.mopa@gmail.com)

No.05.00.0000.202.00.004.16-72(100)

Date: 01/09/2016

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

**External**

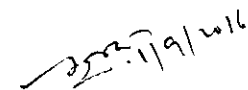
01. Cabinet Secretary, Cabinet Division, Dhaka.
02. Senior Secretary, Prime Minister's Office, Dhaka.
03. Senior Secretary, ..... Ministry/Divisions
04. Secretary, ..... Ministry/Divisions
05. Director General, Immigration and Passport, Dhaka.
06. Director General (Consular), M/O Foreign Affairs, Dhaka.
07. H.E. the Ambassador, Embassy of the People's Republic of China in Bangladesh, Plot# 2 &4, Embassy Road, Block#1, Baridhara, Dhaka-1212.
08. H.E. the Ambassador, Embassy of the People's Republic of Bangladesh in China, 42, Buang Hua Lu, Beijing-100600, China.
09. Chief Security Officer, Hazrat Shahjalal International Airport, Dhaka (With request to allow above-mentioned officers to use VIP Lounge of Hazrat Shahjalal International Airport during their travel as per entitlement)
10. Director, Hazrat Shahjalal International Airport, Dhaka.

**Internal**

01. Additional Secretary, Ministry of Public Administration.
02. Additional Secretary (CPT/APD/Administration), Ministry of Public Administration.
03. Joint Secretary (Training/PACC/CR), Ministry of Public Administration.
04. PS to Hon'ble Minister, Ministry of Public Administration.
05. PS to Hon'ble Minister of State, Ministry of Public Administration.
06. PS to Senior Secretary, Ministry of Public Administration.
07. Chief Accounts Officer, Ministry of Public Administration, 22, Purana Paltan, Dhaka.
08. Senior Systems Analyst, PACC, Ministry of Public Administration.
09. Accounts Officer, Ministry of Public Administration.

Personal

Mr./Ms.,.....

  
(Dr. Abdul Hamid)  
Deputy Secretary