

Government of the People's Republic of Bangladesh
Ministry of Defence
Gana Bhaban Complex,
Sher-e-Bangla Nagar, Dhaka
www.mod.gov.bd

No. 23.00.0000.040.25.263.15.350

Date : 14 September 2015

To: Chief Accounts Officer
Ministry of Defence
HBFC Bhaban
22, Purana paltan, Dhaka

Sir,

I am directed to convey the sanction for the following officers of Bangladesh Meteorological Department to attend 'Factory Acceptance Test and Factory Training' will be held in Kyoto, Japan from 28 to 30 September 2015 (excluding travelling/transit period):

- (i) Mr. Md. Abdul Matin, Senior Communication Engineer; and
- (ii) Mr. Md. Omar Faruk, Assistant Communication Engineer.

2. The terms and conditions are as follows:

- a. The period of tour including transit will be treated as on duty;
- b. They will draw their pay & allowances in local currency;
- c. They will submit a report within 15 days after their return;
- d. Overstay will not be permitted; and
- e. All expenses in this connection including round trip air passage will be borne by WMO.

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

Yours sincerely,

Sd/-

Date 14.09.2015

Nasim Banu
Senior Assistant Secretary
Phone:+88-02- 9141571
E-mail:sec4@mod.gov.bd

No. 23.00.0000.040.25.263.15.350/1(11)

Date : 14 September 2015

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

1. H.E Ambassador, Embassy of Japan, Plot # 5 & 7, Dutabash Road, Baridhara, Dhaka
2. Secretary, Ministry of Foreign Affairs, Dhaka (With a request to issue note verbale)
3. Director General, Immigration & P`assports, Agargaon, Dhaka
4. Director, Hazrat Shahjalal (R) International Airport, Dhaka
5. General Manager, Foreign Exchange policy Department, Bangladesh Bank, Dhaka
6. Director, Bangladesh Meteorological Department, Agargaon, Dhaka
7. Private Secretary to the Senior Secretary, Ministry of Defence, Dhaka
8. System Analyst, Ministry of Defence, Dhaka
9. Mr. Md. Abdul Matin, Senior Communication Engineer, Bangladesh Meteorological Department, Dhaka
10. Mr. Md. Omar Faruk, Assistant Communication Engineer, Bangladesh Meteorological Department, Dhaka
11. Personal Officer to the Additional Secretary, Ministry of Defence, Dhaka

Nasim Banu
14.9.2015
Nasim Banu
Senior Assistant Secretary