

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

No. 23.00.0000.040.25.267.15.173

Date : 9 June 2016

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

Sir,

I am directed to convey the sanction for Md. Asadur Rahman, Assistant Director, Bangladesh Meteorological Department to attend the 'WMO/JMA SIGMET' workshop. The workshop will be held in Tokyo, Japan from 27 to 30 June 2016 (excluding travelling/transit period).

2. The terms and conditions of sanction are as follows:
  - a. The period of tour including transit will be treated as on duty;
  - b. He will draw his pay & allowances in local currency;
  - c. He will submit a report within 15 days after his 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 09.06.2016  
Nasim Banu  
Deputy Secretary  
Phone:+88-02- 9141571  
E-mail:sec4@mod.gov.bd

No. 23.00.0000.040.25.267.15.173/1(10)

Date : 9 June 2016

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 & Passports, Agargaon, Dhaka
4. Director, Hazrat Shahjalal (R) International Airport, Dhaka
5. General Manager, Foreign Exchange policy Department, Bangladesh Bank, Dhaka
6. Private Secretary to the Senior Secretary, Ministry of Defence, Sher-e-Bangla Nagar, Dhaka
7. Director (Current Charge), Bangladesh Meteorological Department, Agargaon, Dhaka
8. System Analyst, Ministry of Defence, Dhaka (With a request for published in website)
9. Md. Asadur Rahman, Assistant Director, Bangladesh Meteorological Department, Dhaka
10. Personal Officer to the Additional Secretary, Ministry of Defence, Dhaka

*Nasim Banu*  
9.6.2016  
Nasim Banu  
Deputy Secretary