

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

No. 23.00.0000.040.25.234.06.237

Date : 14 August 2016

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

I am directed to convey that the Government of the People's Republic of Bangladesh has been pleased to permit the following officials to visit the Catalan Meteorological Service (Meteo Cat) in Barcelona, Spain from 6 to 9 September 2016 (excluding travelling/transit period):

Sl. No.	Name of the Officials and Designation	Name of Ministry/Department
1	Khaleda Pervin Additional Secretary	Ministry of Defence
2	Nasim Banu Deputy Secretary	Ministry of Defence
3	Mr. Shamsuddin Ahmed, Director (Current Charge)	Bangladesh Meteorological Department

2. The terms and conditions are as follows:

- a. The period of this tour including transit will be treated as on duty;
- b. They will draw their pay & allowances in Bangladesh currency;
- c. They will submit a report within 15 days after their return;
- d. Expenses in this connection including round trip air ticket of economy class, local accommodation and local hospitality during their staying in Barcelona (6 to 9 September 2016) will be borne by ADASA. Other expenses for the participants as per rules will be borne by the Govt. of Bangladesh; and
- e. Overstay will not be allowed.

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

Yours sincerely

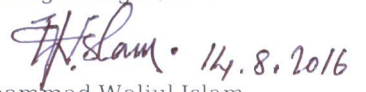
Sd/-
Date 14.08.2016
Mohammad Waliul Islam
Assistant Secretary
Phone:+88-02- 9141571
E-mail: d4@mod.gov.bd

No. 23.00.0000.040.25.234.06.237

Date : 14 August 2016

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

1. Cabinet Secretary, Cabinet Division/Principal Secretary, Prime Minister's Office, Dhaka
2. Senior Secretary, Ministry of Public Administration/Home Affairs, Bangladesh Secretariat, Dhaka
3. Secretary, Ministry of Foreign Affairs, Dhaka (With request to issue a Note Verbale)
4. H.E Ambassador, Embassy of Spain, 12, Kemal Ataturk Avenue, Gulshan # 2, Dhaka
5. Khaleda Pervin, Additional Secretary, Ministry of Defence, Sher-e-Bangla Nagar, Dhaka
6. Director General, Immigration & Passports, Agargaon, Dhaka
7. Director, Bangladesh Meteorological Department, Agargaon, Dhaka
8. Nasim Banu, Deputy Secretary, Ministry of Defence, Sher-e-Bangla Nagar, Dhaka
9. Mr. Shamsuddin Ahmed, Director (Current Charge), Bangladesh Meteorological Department, Dhaka
10. Director, Hazrat Shahjalal (R) International Airport, Dhaka
11. General Manager, Foreign Exchange policy Department, Bangladesh Bank, Dhaka
12. Private Secretary to the Senior Secretary, Ministry of Defence, Sher-e-Bangla Nagar, Dhaka
13. System Analyst, Ministry of Defence, Dhaka (With request for publishing in website)
14. Accounts Officer, Ministry of Defence, Sher-e-Bangla Nagar, Dhaka
15. Personal Officer to the Additional Secretary, Ministry of Defence, Sher-e-Bangla Nagar, Dhaka


Mohammad Waliul Islam
Assistant Secretary