

Government of the People's Republic of Bangladesh  
Ministry of Defence  
Gana Bhaban Complex  
Sher-e-Bangla Nagar, Dhaka  
[www.mod.gov.bd](http://www.mod.gov.bd)

No. 23.00.0000.160.25.050.11-98

Date: 2 May 2016

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

The Undersigned is directed to convey the sanction of deputation for Md. Shahidul Islam, Computer GRD-1, Survey of Bangladesh to participate knowledge Co-Creation Program on "Management and Utilization of National Control Points for Efficiency of Survey"- to be held in Japan from 22 May to 2 July 2016 (excluding travelling/transit period).

2. The terms and conditions are as follows:
  - a) While on deputation he will be treated as on duty;
  - b) He will draw his pay and allowances from Bangladesh in Bangladeshi currency;
  - c) All expenses/allowances in this connection will be borne by Japan International Cooperation Agency (JICA);
  - d) He will not be allowed to stay abroad more than the approved period;
  - e) He will submit a report on his Learning from the training within 10(Ten) Working days after his return.
3. This order is issued with the approval of the competent authority.

Yours Sincerely,



2.05.2016

(Md. Azizul Islam)

Deputy Secretary

Phone: 8129202

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

1. Cabinet Secretary, Cabinet Division, Bangladesh Secretariat, Dhaka.
2. Principal Secretary, Prime Minister's Office, Tejgaon, Dhaka.
3. Senior Secretary, Ministry of Public Administration/Home Affairs, Bangladesh Secretariat, Dhaka.
4. Senior Secretary, Economic Relations Division, Sher-e-Bangla Nagar, Dhaka.
5. Secretary, Ministry of Foreign Affairs, Segun Bagicha, Dhaka.  
(With a request to issue the Note Verbal).
6. H.E. Ambassador, Embassy of Bangladesh in Japan (bdembassy.tokyo@mofa.gov.bd).
7. H.E. Ambassador, Embassy of Japan, Plot no-5&7, Dutabash Road, Baridhara, Dhaka-1212.
8. Director General, Department of Immigration & Passports, Agargaon, Dhaka.
9. Surveyor General, Survey of Bangladesh, Tejgaon, Dhaka.
10. Director, Hazrat Shahjalal (R.) International Airport, Dhaka.
11. General Manager, Foreign Exchange Policy Department, Bangladesh Bank Motijheel C/A, Dhaka.
12. System Analyst, Ministry of Defence, Dhaka.
13. PS to Senior Secretary, Ministry of Defence, Dhaka.
14. Mr. Md. Shahidul Islam, Computer GRD-1, Survey of Bangladesh.
15. JICA Bangladesh Office, Uday Tower (3<sup>rd</sup> Floor), 57, Gulshan Avenue, Gulshan-1 Dhaka-1212.
16. PO to Additional Secretary, Ministry of Defence, Dhaka.
- ✓ 17. PO to Joint Secretary-4, Ministry of Defence, Dhaka.



2.05.2016

(Md. Azizul Islam)  
Deputy Secretary  
Phone: 8129202