

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

No. 23.00.0000.040.25.240.14.348

Date: 13 September 2015

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

Dear Sir,

I am directed to convey the sanction of the Government for Mr. Shaikh Shahjahan Alam, Meteorologist, Bangladesh Meteorological Department to attend the Joint RA II/RA V Workshop on 'WMO Integrated Global Observing System (WIGOS) for Disaster Risk Reduction' will be held in Jakarta, Indonesia from 12 to 14 October 2015 (excluding travelling/transit period):

2. The terms and conditions of the 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;
 - 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 13.09.2015

Nasim Banu

Senior Assistant Secretary

Phone:+88-02- 9141571

E-mail:sec4@mod.gov.bd

No. 23.00.0000.040.25.240.14.348/1(10)

Date: 13 September 2015

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

1. H.E Ambassador, Embassy of the Republic of Indonesia, Plot # 14, Road # 53, Gulshan-2, Dhaka-1212
2. Secretary, Ministry of Foreign Affairs, Dhaka (With a request to issue note verbale)
3. Director General of Immigration & Passports, 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. Shaikh Shahjahan Alam, Meteorologist, Bangladesh Meteorological Department, Dhaka
10. Personal Officer to the Joint Secretary, Ministry of Defence, Dhaka

Nasim Banu
13.9.2015
Nasim Banu
Senior Assistant Secretary