

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

No. MOD/D-2/Project-2/2007/APSCO/Part/331

Date: 09 September, 2015

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

Subject: Attending the '5th UN-SPIDER Beijing Conference' to be held in Beijing, China from 14 to 16 September, 2015.

Dear Sir,

I am directed to convey the sanction of deputation in favour of Mrs. Kajal Islam, Secretary (Joint Secretary) of Bangladesh Space Research and Remote Sensing Organization (SPARRSO) for attending the '5th UN-SPIDER Beijing Conference' to be held in Beijing, China from 14 to 16 September, 2015 (excluding traveling/transit period).

2. The terms & conditions of the sanction are as follows:
 - a. The period of this tour including transit will be treated as on duty;
 - b. She will draw his pay & allowances in Bangladesh currency;
 - c. All expenses of Mrs. Kajal Islam in connection with the Conference will be borne by the Govt. of Bangladesh.
 - d. She will submit a report within 15 days after her return;
 - e. Overstay will not be allowed.
3. This order is issued with the approval of the competent authority.

Sincerely yours

Sd-

Md. Forhad Hossain
Assistant Secretary
Phone: 9142991

No. MOD/D-2/Project-2/2007/APSCO/Part/331

Date: 09 September, 2015

Copy forwarded for kind information & necessary action (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 the People's Republic of China in Bangladesh, Plot 2&4, Embassy road, block-1, Baridhara, Dhaka.
5. H.E. Ambassador, Embassy of the People's Republic of Bangladesh in China.
6. Additional Secretary, Ministry of Defence, Dhaka.
7. Chairman, SPARRSO, Agargaon, Sher-e-Bangla Nagar, Dhaka.
8. Secretary-General, Asia- Pacific Space Cooperation Organization (APSCO), Building 13 & 14, Section 3, No. 188, South West fourth Ring, Fengtai District, Beijing, China, 100070
9. General Manager, Foreign Exchange Policy Department, Bangladesh Bank, Dhaka
10. Director General of Immigration & Passport, Dhaka.
11. Mrs. Kajal Islam, Secretary (Joint Secretary), SPARRSO, Dhaka.
12. Director, Hazrat Shahjalal International Airport, Dhaka.
13. Private Secretary to the Senior Secretary, Ministry of Defence, Dhaka.
- ✓ 14. System Analyst, Ministry of Defence, Dhaka.


Md. Forhad Hossain
Assistant Secretary

02/09/15