

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

No. 23.00.0000.040.25.263.15.102

Date : 12 April 2016

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

Sir,

I am directed to convey the sanction for Mr. Md. Monowar Hossain, Meteorologist, Bangladesh Meteorological Department to attend the Capacity Building Training Workshop and the Eighth Session of the South Asian Climate Outlook Forum (SASCOF-8). The workshop will be held in Colombo, Sri Lanka from 19 to 26 April 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 12.04.2016  
Nasim Banu  
Senior Assistant Secretary  
Phone:+88-02- 9141571  
E-mail:sec4@mod.gov.bd

No. 23.00.0000.040.25.263.15.102/1(10)

Date : 12 April 2016

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

1. H.E High Commissioner, High Commission of the Democratic Socialist Republic of Sri Lanka, House # 4A, Road # 113, Gulshan Model Town. Dhaka-1212
2. Secretary, Ministry of Foreign Affairs, Dhaka (With a request to issue note verbale )  
(Attention: Assistant Secretary (MAU-2))
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. Director (Current Charge), Bangladesh Meteorological Department, Agargaon, Dhaka
7. Private Secretary to the Senior Secretary, Ministry of Defence, Sher-e-Bangla Nagar, Dhaka
8. System Analyst, Ministry of Defence, Dhaka (With a request for published in website)
9. Mr. Md. Monowar Hossain, Meteorologist, Bangladesh Meteorological Department, Dhaka
10. Personal Officer to the Additional Secretary, Ministry of Defence, Dhaka

*Nasim Banu*  
12.4.2016  
Nasim Banu  
Senior Assistant Secretary