

Government of the People's Republic of Bangladesh
Ministry of Labour and Employment
Admin Section
www.mole.gov.bd

No:40.00.0000.011.25.009.15-638

Date: 02/10/1424
15/01/2018

To : Chief Accounts Officer
Ministry of Labour & Employment
CGA Office Bhaban
Segunbagicha, Dhaka.

Subject: Permission to Participate in "A Follow-up Seminar" which is a part of Productive Employment and Decent Work for Sustainable Development to be held in Combodia from 12-02-2018 to 16-02-2018.

The undersigned is directed to convey the sanction of Mrs. Jahanara Begum, Joint Secretary, Ministry of Labour & Employment to participate in "A Follow-up Seminar" which is a part of Productive Employment and Decent Work for Sustainable Development to be held in Combodia from 12-02-2018 to 16-02-2018.

2. The terms and conditions of this permission are mentioned below :

- i. The visit will commence on 11 February 2018 or from the date of departure;
- ii. The period including transit will be treated as on duty;
- iii. She will draw her usual pay and allowances from Bangladesh in local currency;
- iv. On return from abroad she will submit a report to the Secretary, Ministry of Labour and Employment on the activities of the seminar;
- v. She will leave Combodia for Dhaka on 17 February 2018 or on any date nearby;
- vi. All the expenses and allowances of this tour will be borne by Sida. Per diem and visa fee are not included in this programme.

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

Sd=
(Shaheen Akhter)
Deputy Secretary (Admin.)
Phone: 9514073
E-Mail: dsadmin@mole.gov.bd

No:40.00.0000.011.25.009.15-638

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

01. Secretary, Ministry of Economic Relations Division, Sher-e-Bangla Nagar, Dhaka.
02. Director General, Department of Immigration and Passport, Agargaon, Dhaka.
03. Director General (Consular & Welfare), Ministry of Foreign Affairs, Dhaka.

(Requested to kindly issue a note verbal in this purpose).

04. Mrs. Jahanara Begum, Joint Secretary, Ministry of Labour & Employment, Dhaka.
05. PS to Hon'ble State Minister, Ministry of Labour & Employment, Dhaka.
06. Director, Hazrat Shahjalal International Airport, Dhaka
07. P.S to Secretary, Ministry of Labour & Employment, Bangladesh Secretariat, Dhaka.
08. Programmer, please upload www.mole.gov.bd
09. Accounts Officer, Ministry of Labour and Employment, Dhaka.
10. P.O to Additional Secretary, Ministry of Labour & Employment, Dhaka.
11. PO to Additional Secretary (Budget), Ministry of Labour & Employment, Dhaka.
12. PO to Joint Secretary (Admin.), Ministry of Labour & Employment, Dhaka.
13. Mr. Md. Hannan Sardar, Protocol Officer, Ministry of Labour & Employment, Dhaka.
14. Office Copy.

Sd=
(Shaheen Akhter)
Deputy Secretary (Admin.)