

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

No:40.00.0000.011.25.003.15-690

Date: 01/11/1424
13/02/2018

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

Subject: Permission to Participate in the international tripartite meeting on "Supporting Grass Roots Activities through the International Employer's and Worker's Network (SGRA)" to be held in Nepal, Kathmandu from 22-02-2018 to 25-02-2018.

The undersigned is directed to convey the permission of Mr. Amar Chan Banik, Deputy Secretary (Private Secretary to the Hon'ble State Minister) Ministry of Labour & Employment to participate in the international tripartite meeting on "Supporting Grass Roots Activities through the International Employer's and Worker's Network (SGRA)" to be held in Nepal, Kathmandu from 22-02-2018 to 25-02-2018.

2. The terms and conditions of this permission are mentioned below:
 - i. The visit will commence on 21 February 2018 or from the date of departure;
 - ii. The period including transit will be treated as on duty;
 - iii. He will draw his usual pay and allowances from Bangladesh in local currency;
 - iv. On return from abroad he will submit a report to the Secretary, Ministry of Labour and Employment on the activities of the meeting;
 - v. He will leave Nepal, Kathmandu for Dhaka on 26 February 2018 or on any date nearby;
 - vi. The round air-fare, accommodation and official meals will be borne by Japan International Labour Foundation (JILAF). Transit, terminal charge and other allowances will be borne from the regular budget of 2017-2018 financial year of the Ministry of Labour and Employment as per existing rules.
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

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

01. Director General, Department of Immigration and Passport, Agargaon, Dhaka.
02. Director General (Consular & Welfare), Ministry of Foreign Affairs, Dhaka.
(Requested to kindly issue a note verbal in this purpose).
03. Mr. Amar Chan Banik, Deputy Secretary (PS to Hon'ble State Minister), Ministry of Labour & Employment, Dhaka.
04. PS to Hon'ble State Minister, Ministry of Labour & Employment, Dhaka.
05. P.S to Secretary, Ministry of Labour & Employment, Bangladesh Secretariat, Dhaka.
06. Director, Hazrat Shahjalal International Airport, Dhaka
07. Mr. Takao Yasunaga, Executive Director, Japan International Labour Foundation (JILAF).
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 Joint Secretary (Admin.), Ministry of Labour & Employment, Dhaka.
12. Mr. Md. Hannan Sardar, Protocol Officer, Ministry of Labour & Employment, Dhaka.
13. Office Copy.

13.2.18
(Shaheen Akhter)
Deputy Secretary (Admin.)