

Government of the People's Republic of Bangladesh
Ministry of Labour and Employment
Planning-4
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Date: 15/03/2018

From : Md. Mehdi Hassan
Assistant Chief

To : Chief Accounts Officer
Ministry of Labour & Employment
Segun Bagicha, Dhaka.

Subject: Official Delegation of Bangladesh to attend the Exchange Visit to be held in New York and San Francisco, United States of America during April 16-22, 2018.

The undersigned is directed to inform that the Government of the People's Republic of Bangladesh has been pleased to constitute the following official delegation to attend the Exchange Visit to be held in New York and San Francisco, United States of America during April 16-22, 2018:

Sl. No.	Name and Designation of Delegates	Position/Title	Duration
Ministry of Labour and Employment			
1)	Mr. Md. Mujibul Haque, MP Hon'ble State Minister	Leader of Delegation	April 16-22, 2018
2)	Mr. Md. Ashraf Shameem Additional Secretary	Member	April 16-22, 2018
3)	Mr. Md. Amirul Islam Khan Assistant Private Secretary to Honorable State Minister	Member	April 16-22, 2018
4)	Mr. Md. Zakir Hossain Chowdhury Deputy Chief	Member	April 16-22, 2018
5)	Mr. Md. Mehdi Hassan Assistant Chief	Member	April 16-22, 2018
Bangladesh Export Processing Zone Authority			
6)	Mr. Mohd Habibur Rahman Khan Executive Chairman	Member	April 16-22, 2018
7)	Mr. Mohammad Nabirul Islam Secretary	Member	April 16-22, 2018
8)	Ms. Nafisa Banu Chief Accounts and Finance Officer	Member	April 16-22, 2018
9)	Mr. Shabbir Ahsan Operation Adviser, NARI Project	Member	April 16-22, 2018

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Economic Relations Division			
10)	Ms. Mahfuza Akther Deputy Secretary	Member	April 16-22, 2018
Prime Minister's Office			
11)	Mr. Md. Mosharaf Hossain Director-9	Member	April 16-22, 2018

2. The programme duration mentioned above against each delegate are excluding travel and transit period. The journey of each of the delegate will commence on the most nearby date of the programme starting date applicable for each delegate and will leave USA to Dhaka 22 April 2018 or the most nearby date.

3. All expenses of the officials of Ministry of Labour and Employment and Economic Relations Division in connection to this programme will be borne from the Northern Areas Reduction of Poverty Initiative (NARI) Project's Training and Knowledge head (Budget Code-4A1C1, Economic Code- 4840) of MOLE part. All expenses of the officials of BEZPA and PMO will be borne from the Northern Areas Reduction of Poverty Initiative (NARI) Project's Training and Knowledge head (Budget Code-4A1C1, Economic Code- 4840) of BEPZA part.

4. The period of visit including transit of the delegates will be treated as on duty and their usual honorarium/pay and allowances during the period will be payable from Bangladesh in local currency as per government rules.

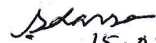
5. This order is issued with the approval of the competent authority.

Md Mehdi Hassan
15.03.2018
(Md Mehdi Hassan)
Assistant Chief
Phone: 9558461
Email: u.mehdi@yahoo.com

Copy forwarded for kind information and necessary action (Not in accordance with seniority):

1. Mr. Md. Mujibul Haque, MP, Hon'ble State Minister, Ministry of Labour and Employment, Government of the Peoples' Republic of Bangladesh.
2. Cabinet Secretary, Cabinet Division, Bangladesh Secretariat, Dhaka.
3. Principal Secretary, Prime Minister's Office, Tejgaon, Dhaka.
4. Senior Secretary, Ministry of Public Administration, Bangladesh Secretariat, Dhaka.
5. Secretary, Finance Division, Ministry of Finance, Bangladesh Secretariat, Dhaka.
6. Secretary, Public Security Division, Ministry of Home Affairs, Bangladesh Secretariat, Dhaka.
7. Foreign Secretary, Ministry of Foreign Affairs, SegunBagicha, Dhaka.
8. Mr. Mohd Habibur Rahman Khan, Executive Chairman, Bangladesh Export Processing Zones Authority (BEPZA), BEPZA Complex House-19/D, Road-6. Dhanmondi R/A Dhaka.
9. H.E. the Ambassador, The Embassy of Bangladesh, 3510 International Drive NW, Washington, Dc 20008. USA.

10. Mr. Md. Ashraf Shameem, Additional Secretary, Ministry of Labour and Employment, Dhaka.
11. Inspector General (Additional Secretary), DIFE, 23-24 Kawran Bazar, Dhaka.
12. Chief Executive Officer (CEO), National Skill Development Council (NSDC), Dhaka.
13. Director General, Department of Labour, 4 Rajuk Avenue, Dhaka.
14. Director General, National Security Intelligence, Segun Bagicha, Dhaka.
15. Director General (Consular & Welfare), Ministry of Foreign Affairs, Dhaka (requested to kindly issue note verbal for this purpose).
16. Director General, Department of Immigration and Passport, Agargaon, Dhaka.
17. Mr. Mohammad Nabirul Islam, Secretary, BEPZA, BEPZA Complex House-19/D, Road-6, Dhanmondi R/A Dhaka.
18. Consul General of New York, 34-18 Northern Blvd Long Island City, New York, 11101.
19. Consul General of Los Angeles, 4201 Wilshire Blvd, Suite 300 Los Angeles, CA 90010, USA.
20. Mr. Md. Mosharaf Hossain, Director-9, Prime Minister's Office, TEJGAON, Dhaka-1215.
21. Ms. Mahfuza Akther, Deputy Secretary, Economic Relations Division, Shere -Bangla Nagar , Dhaka-1207
22. Deputy Secretary (Administration), Ministry of Labour and Employment, Dhaka.
23. PS to Secretary, Ministry of Labour and Employment, Dhaka.
24. Mr.Md. Zakir Hossain Chowdhury, Deputy Chief, Ministry of Labour and Employment, Dhaka.
25. Director, Hazrat Shahjalal International Airport, Dhaka.
26. Director, Division of Foreign Currency Policy, Bangladesh Bank, Dhaka.(with a kind request to take necessary steps for dollar endorsement if required)
27. Mr. Md. Mehdi Hassan, Assistant Chief, Ministry of Labour and Employment, Dhaka.
28. Mr. Md. Amirul Islam Khan, Assistant Private Secretary to Honorable State Minister, Ministry of Labour and Employment, Dhaka.
29. Ms. Sabah Moyeen, Senior Social Development Specialist, Plot # E-32, Syed Mahub Morshed Ave, Dhaka-1207.
30. Accounts Officer/DDO, Ministry of Labour and Employment, Bangladesh Secretariat, Dhaka.
31. Programmer, Ministry of Labour and Employment, Dhaka.(with a request to upload the GO in the website of the ministry)
32. Ms. Nafisa Banu, Chief Accounts and Finance Officer, BEPZA, BEPZA Complex House-19/D, Road-6. Dhanmondi R/A Dhaka.
33. Mr. Shabbir Ahsan, Operation Adviser, NARI Project, BEPZA, BEPZA Complex House-19/D, Road-6. Dhanmondi R/A Dhaka.
34. Mr. Md. Hannan Sarder, Protocol Officer, Ministry of Labour and Employment, Dhaka.


15.03.2018
(Md Mehdi Hassan)
Assistant Chief