

Government of the People's Republic of Bangladesh
Foreign Training Section, Ministry of Industries
91, Motijheel C/A, Dhaka.
www.moind.gov.bd

No. 36.00.0000.052.25.010.18-

Dated: 15 May, 2018

Chief Accounts Officer
Ministry of Industries
CGA Bhaban, Segunbagicha, Dhaka.

Subject: Permission to participate in the Australia Awards South and West Asia Short Course: Professional Certificate in International Trade to be held in Adelaide, Australia from 08 to 29 July, 2018.

The undersigned is directed to inform you that the Government of the People's Republic of Bangladesh is pleased to allow the following Officers to participate in the Australia Awards South and West Asia Short Course: *Professional Certificate in International Trade* to be held in Adelaide, Australia from 08 to 29 July, 2018 (excluding transit and travel time) under the terms and conditions mentioned below :

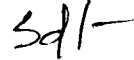
1. Mrs. Ferdousi Begum, Deputy Secretary, Ministry of Industries, Dhaka.
2. Mrs. Ferdousi Begum, Deputy Secretary, Ministry of Industries, Dhaka.
3. Mr. Pratul Kumar Saha, Deputy Secretary, Ministry of Industries, Dhaka.
4. Mr. A.Z.M. Sharif Hossain, Senior Assistant Secretary, Ministry of Industries, Dhaka.

2. **Terms & conditions:**

- a) In this connection all expenses will be borne by the Australian Government.
- b) They will be treated as on duty during the tour and transit and will receive pay and allowances for this period accordingly.
- c) They will not be allowed to draw their pay and allowances in foreign currency.
- d) They will not be allowed to extend their stay abroad beyond the permitted time.
- e) They will have to submit a concise report (1-2 pages) in English after returning from abroad to the Secretary, Ministry of Industries within seven days in this regard.

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

Sincerely yours,



(A.Z.M. Sharif Hossain)
Senior Assistant Secretary
Phone: 9563582
e-mail: dsfortr@moind.gov.bd

No. 36.00.0000.052.25.010.18-239/1(17)

Dated: 15 May, 2018

Copy for kind information & necessary action to :

01. Senior Secretary, Ministry of Public Administration, Bangladesh Secretariat, Dhaka.
02. Secretary, Ministry of Foreign Affairs, Dhaka (with the request to take necessary action for issuing Note Verbale).
03. High Commission of Bangladesh to Australia [by diplomatic bag].
04. Additional Secretary (Administration), Ministry of Industries, Dhaka.
05. P.S. to Hon'ble Minister, Ministry of Industries, Dhaka.
06. Director General, Department of Immigration & Passport, Dhaka.
07. Director, Hazrat Shahjalal International Airport, Dhaka.
08. Mrs. Ferdousi Begum, Deputy Secretary, Ministry of Industries, Dhaka.
09. Mrs. Ferdousi Begum, Deputy Secretary, Ministry of Industries, Dhaka.
10. Mr. Pratul Kumar Saha, Deputy Secretary, Ministry of Industries, Dhaka
11. Deputy Secretary [Common service/ Budget], Ministry of Industries, Dhaka.
12. P.S. to Secretary, Ministry of Industries, Dhaka.
13. Mr. A.Z.M. Sharif Hossain, Senior Assistant Secretary, Ministry of Industries, Dhaka.
14. System Analyst, Ministry of Industries, Dhaka (To upload in the website of Ministry of Industries).
15. Controller of Foreign Exchange, Bangladesh Bank, Dhaka.
16. Accounts Officer, Ministry of Industries, Dhaka.
17. Office copy.

(A.Z.M. Sharif Hossain)
Senior Assistant Secretary