

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

No. 36.00.0000.052.25.009.18-

Dated: 10 July, 2018

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

Subject: Permission to participate in the Capacity Building Program on Enhancing the Development of Small and Medium Industry to be held in Indonesia from 18 to 30 July, 2018.

The undersigned is directed to convey the sanction of the Government of the People's Republic of Bangladesh in favor of **Mr. Md. Oliullah**, Joint Secretary, Ministry of Industries, Dhaka and **Ms. Farzana Khan**, Deputy General Manager, SME Foundation, Dhaka to participate in the **Capacity Building Program on Enhancing the Development of Small and Medium Industry to be held in Indonesia from 18 to 30 July, 2018** (excluding transit and travel time) under the following terms and conditions:

2. **Terms & conditions :**

- a. In this connection all expenses will be borne by Colombo Plan and host Country. There will be no financial involvement on the part of the Government of Bangladesh.
 - b. While on visit they will be treated as on duty and will receive pay & 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 stay abroad more than the approval period.
 - 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,


(Mir Khairul Alam)

Deputy Secretary
Phone: 9563582


e-mail: dsfortr@moind.gov.bd

No. 36.00.0000.052.25.009.18- 319/105

Dated: 10 July, 2018

Copy for kind information & necessary action to :

01. Secretary, Ministry of Public Administration, Bangladesh Secretariat, Dhaka.
02. Foreign Secretary, Ministry of Foreign Affairs, Dhaka (With the request to take necessary action for issuing Note Verbale).
03. Embassy/High Commission of Bangladesh in Indonesia (By diplomatic bag).
04. Director General, Department of Immigration & Passports, Dhaka.
05. Additional Secretary (Administration), Ministry of Industries, Dhaka.
06. P.S. to Hon'ble Minister, Ministry of Industries, Dhaka.
07. Mr. Md. Oliullah, Joint Secretary, Ministry of Industries, Dhaka.
08. Director, Hazrat Shahjalal International Airport, Dhaka.
09. Managing Director, SME Foundation, Royal Tower, Karwan Bazar, Dhaka.
10. Deputy Secretary, Common Service/Budget, Ministry of Industries, Dhaka.
11. P.S. to Secretary, Ministry of Industries, Dhaka.
12. System Analyst, Ministry of Industries, Dhaka (To upload in the website of Ministry of Industries).
13. Controller of Foreign Exchange, Bangladesh Bank, Dhaka.
14. Ms. Farzana Khan, Deputy General Manager, SME Foundation, Dhaka
15. Office Copy.


10/07/2018
(Mir Khairul Alam)
Deputy Secretary