

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

No.- 36.00.0000.052.25.018.18-

Dated: 22 January, 2018

Chairman  
Bangladesh Chemical Industries Corporation (BCIC)  
Dhaka.

**Subject : Permission to participate in the 199th KAFCO Board Meeting, its Technical Committee Meeting to be held in Colombo, Sri Lanka from 24 to 26 January, 2018.**

Dear Sir,

The undersigned is directed to inform you that the Government of the People's Republic of Bangladesh is pleased to allow Mr. **M. Saiful Azhar**, Additional Chief Engineer, PDD, BCIC, Dhaka to participate in the **199th KAFCO Board Meeting, its Technical Committee Meeting** as Technical Adviser of Chairman, BCIC, Dhaka to be held in Colombo, Sri Lanka from 24 to 26 January, 2018 (excluding transit and travel time) under the terms and conditions mentioned below:

2. **Terms & conditions:**

- a. All expenses in this connection will be borne by KAFCO. There will be no financial involvement on the part of the Government of Bangladesh or BCIC.
  - b. He will be treated as on duty during the tour and transit and will receive pay and allowances for this period accordingly.
  - c. He will not be allowed to draw his pay and allowances in foreign currency.
  - d. He will not be allowed to extend his stay abroad beyond the permitted time.
  - e. He 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.- 36.00.0000.052.25.018.18-36/1(12)

Dated: 22 January, 2018

**Copy for kind information & necessary action to:**

- 01) Principal Secretary, Prime Minister's Office, Tejgaon, Dhaka.
- 02) Senior Secretary, Ministry of Public Administration, Bangladesh Secretariat, Dhaka.
- 03) Foreign Secretary, Ministry of Foreign Affairs, Dhaka (with the request to take necessary action for issuing Note Verbale).
- 04) Director General, Department of Immigration & Passport, Dhaka.
- 05) Embassy/High Commission of Bangladesh in Sri Lanka (By diplomatic bag).
- 06) P.S. to Hon'ble Minister, Ministry of Industries, Dhaka.
- 07) P.S. to Secretary, Ministry of Industries, Dhaka.
- ✓08) System Analyst, Ministry of Industries, Dhaka (To upload in the website of Ministry of Industries).
- 09) Director, Hazrat Shahjalal International Airport, Dhaka.
- 10) Controller of Foreign Exchange, Bangladesh Bank, Dhaka.
- 11) Mr. M. Saiful Azhar, Additional Chief Engineer, PDD, BCIC, Dhaka.
- 12) Office copy.

(A.Z.M. Sharif Hossain)  
Senior Assistant Secretary  
22.12.18