

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

No. 36.00.0000.052.25.004.18-

Date: 28 June, 2018

To: Chief Accounts Officer  
Ministry of Industries  
3CGA Bhaban, Segunbagicha, Dhaka.

Subject: Permission to Participate in the "APO Sustainable Productivity Summit and Strategic Planning Workshop for Senior Planning Officers of NPOs" to be held in Tokyo, Japan from 10 to 12 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 officials to Participate in the "APO Sustainable Productivity Summit and Strategic Planning Workshop for Senior Planning Officers of NPOs" to be held in Tokyo, Japan from 10 to 12 July, 2018 (excluding transit and travel time) under the following terms and conditions:

- 1) Mr. Muhammad Abdullah, Secretary, Ministry of Industries, Dhaka.
- 2) Mr. S.M. Ashrafuzzaman, Director, National Productivity Organization (NPO), Dhaka.

2. Terms & conditions:

- a. In this connection DSA, Airfare and Accommodation expenses regarding Mr. Muhammad Abdullah will be borne by Asian Productivity Organization (APO). Difference between cash allowances given by APO and Payable, Transit & Terminal Charge and other expenses of Mr. Muhammad Abdullah will be borne by Ministry of industries as per existing govt. rules/regulations. All expenses regarding Mr. S.M. Ashrafuzzaman will be borne by APO.
  - b. They will be treated as on duty during the tour and transit and 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.
3. This order is issued with the approval of the competent authority.

Sincerely yours,

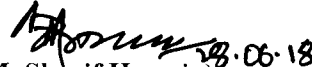
  
(A.Z.M. Sharif Hossain)  
Senior Assistant Secretary  
Phone: 9563582  
e-mail: dsfortr@moind.gov.bd

No. 36.00.0000.052.25.004.18- 295/106

Date: 28 June, 2018

Copy for kind information & necessary action to:

- 01) Cabinet Secretary, Cabinet Division, Bangladesh Secretariat, Dhaka.
- 02) Principal Secretary, Prime Minister's Office, Tejgaon, Dhaka.
- 03) Senior Secretary, Ministry of Public Administration, Bangladesh Secretariat, Dhaka.
- 04) Foreign Secretary, Ministry of Foreign Affairs, Dhaka (with the request to take necessary action for issuing Note Verbale).
- 05) Mr. Muhammad Abdullah, Secretary, Ministry of Industries, Dhaka.
- 06) Additional Secretary(Administration), Ministry of Industries, Dhaka.
- 07) P.S. to Hon'ble Minister, Ministry of Industries, Dhaka
- 08) Embassy/High Commission of Bangladesh to Japan (with a request to take necessary action for Protocol and courtesies).
- 09) Director General, Department of Immigration & Passport, Dhaka.
- 10) Director, Hazrat Shahjalal International Airport, Dhaka.
- 11) Mr. S.M. Ashrafuzzaman, Director, National Productivity Organization (NPO), Dhaka.
- 12) Deputy Secretary (Common Service/Budget), Ministry of Industries, Dhaka.
- 13) P.S. to Secretary, Ministry of Industries, Dhaka.
- 14) System Analyst, Ministry of Industries, Dhaka (with a request to upload in the website of Ministry of Industries).
- 15) Controller of Foreign Exchange, Bangladesh Bank, Dhaka.
- 16) Accounts Officer, Ministry of Industries, Dhaka.

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