

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

No- 36.00.0000.052.25.73.18-

Dated: 22 January, 2020

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

Subject: Permission to participate in the '34th Surajkund International Crafts Mela, 2020' to be held in Faridabad, India.

Dear Sir,

The undersigned is directed to convey the Government's approval to **Mr. Dewan Mohammad Monirul Islam**, Personal Officer, Ministry of Industries, Dhaka to participate in the '**34th Surajkund International Crafts Mela, 2020**' to be held in Faridabad, India from 09-13 February, 2020 for from the commencement of the journey for 5 (five) days (including transit and travel time) under the terms and conditions mentioned below:

2. Terms & conditions :

- a. All expenses in this connection will be borne by Ministry of Industries as per existing govt. rules and regulations.
 - b. While on visit he will be treated as on duty and will receive pay & 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 stay abroad more than the approval period.
 - 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,




(Nilufar Jesmin Khan)
Senior Assistant Secretary
Phone: +88 02 9551410
e-mail: sasfortr@moind.gov.bd

No- 36.00.0000.052.25.73.18- 45

Dated: 20 January, 2020

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 Foreign Affairs, Dhaka (**With the request to take necessary action for issuing Note Verbale**).
04. Secretary, Ministry of Public Administration, Bangladesh Secretariat, Dhaka.
05. Chairman, Bangladesh Small & Cottage Industries Corporation (BSCIC), Dhaka.
06. Director General, Department of Immigration & Passport, Dhaka.
07. High Commission of Bangladesh in India (By diplomatic bag).
08. P.S. to Hon'ble Minister, Ministry of Industries, Dhaka.
09. P.S. to Hon'ble Minister of State, Ministry of Industries, Dhaka.
10. P.S. to Secretary, Ministry of Industries, Dhaka.
11. System Analyst, Ministry of Industries, Dhaka (To upload in the website of Ministry of Industries).
12. Director, Hazrat Shahjalal International Airport, Dhaka.
13. Controller of Foreign Exchange, Bangladesh Bank, Dhaka
14. **Mr. Dewan Mohammad Monirul Islam**, Personal Officer, Ministry of Industries, Dhaka
15. Office Copy.



(Nilufar Jesmin Khan)
Senior Assistant Secretary