

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: 20 January, 2020

Chairman

Bangladesh Small & Cottage Industries Corporation (BSCIC)
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. Swapan Kumar Ghosh, Director (Joint Secretary), BSCIC to participate in the '34th Surajkund International Crafts Mela, 2020' to be held in Faridabad, India from 01-08 February, 2020 (excluding transit and travel time) and Ms. Jesmin Nahar, General Manager (GM), Marketing, BSCIC, Dhaka to participate in the same program from 09-16 February, 2020 (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 BSCIC.
- 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,

sd/

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

No- 36.00.0000.052.25.73.18- 40

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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. Director General, Department of Immigration & Passport, Dhaka.
06. Mr. Swapan Kumar Ghosh, Director (Joint Secretary), Bangladesh Small & Cottage Industries, 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. Ms. Jesmin Nahar, General Manager (GM), BSCIC, Dhaka.
15. Office Copy.

sd/
20.01.2020

(Nilufar Jesmin Khan)
Senior Assistant Secretary