

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

No.: 36.00.0000.052.25.056.18-

Dated: 09 February 2020

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

Subject: Permission to participate in the 2nd Steering Committee meeting of APO to be held in Hanoi, Vietnam from 25-26 February, 2020.

Dear Sir,

The undersigned is directed to inform you that the Government of the People's Republic of Bangladesh is pleased to allow **Mr. Nishchinta Kumer Podder**, Director (Joint Secretary), National Productivity Organisation, Dhaka to participate in the 2nd Steering Committee meeting of APO to be held in Hanoi, Vietnam from 25-26 February, 2020 (excluding travel time and transit) under the terms and conditions mentioned below :

2. Terms & conditions:

- a) In this connection all expenses will be borne by Asian Productivity Organization (APO). Travel Tax, Embarkation fee and other fees/taxes payable as per existing rules/regulations, if paid by participant at any airport, shall be reimbursed by concerned office (if not provided by APO).
 - b) He will be treated as on duty during the tour & 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,

sd-

(Mohammad Jahangir Alam)
Assistant Secretary

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e-mail: sasfortr@moind.gov.bd

Dated: 09 February 2020

No.: 36.00.0000.052.25.056.18-78

Copy for kind information & necessary action to:

1. Principal Secretary, Prime Minister's Office, Tejgaon, Dhaka.
2. Senior Secretary, Ministry of Foreign Affairs, Dhaka (with request to take necessary action for issuing Note Verbale).
3. Secretary, Ministry of Public Administration, Bangladesh Secretariat, Dhaka.
4. **Mr. Nishchinta Kumer Podder**, Director (Joint Secretary), National Productivity Organization (NPO), Dhaka.
5. Embassy/High Commission of Bangladesh in Vietnam [by diplomatic bag].
6. Director General, Department of Immigration & Passport, Dhaka
7. Director, Hazrat Shahjalal International Airport, Dhaka
8. P.S. to Hon'ble Minister, Ministry of Industries, Dhaka.
9. 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. Controller of Foreign Exchange, Bangladesh Bank, Dhaka.
13. Office Copy.

MJ
09.02.2020
(Mohammad Jahangir Alam)
Assistant Secretary