

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

No.: 36.00.0000.052.25.004.18-

Date: 28 January, 2018

Chief Accounts Officer

Ministry of Industries
CGA Bhaban, Segunbagicha, Dhaka.

Subject : Permission to attend in the "Value Added Fertilizer Summit Asia 2018" to be held in Singapore from 06 February to 07 February, 2018.

The undersigned is directed to convey the Government's approval to **Mr. Muhammad Abdullah**, Secretary, Ministry of Industries, Dhaka **to attend in the "Value Added Fertilizer Summit Asia 2018" to be held in Singapore from 06 February to 07 February, 2018** or nearer possible date (excluding transit and travel time) under the terms and conditions mentioned below:

2. Terms & conditions:

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

3. This order is issued with the approval of the competent authority.

Sincerely yours,

sdt
(Md. Mizanur Rahman)
Deputy Secretary
Phone: 9551410
e-mail: dsfortr@moind.gov.bd

No.: 36.00.0000.052.25.004.18- *45/1(16)*

Date: 28 January, 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) Mr. Muhammad Abdullah, Secretary, Ministry of Industries, Dhaka.
- 05) Foreign Secretary, Ministry of Foreign Affairs, Dhaka **(with the request to take necessary action for issuing Note Verbale).**
- 06) Embassy of Bangladesh to Singapore **(with a request to take necessary action for Protocol and courtesies).**
- 07) Additional Secretary(Administration), Ministry of Industries, Dhaka.
- 08) P.S. to Hon'ble Minister, Ministry of Industries, Dhaka.
- 09) Director General, Department of Immigration & Passport, Dhaka.
- 10) Deputy Secretary (Common Service/Budget), Ministry of Industries, Dhaka.
- 11) P.S. to Secretary, Ministry of Industries, Dhaka.
- ✓ 12) System Analyst, Ministry of Industries, Dhaka **(To upload in the website of Ministry of Industries).**
- 13) Director, Hazrat Shahjalal International Airport, Dhaka.
- 14) Controller of Foreign Exchange, Bangladesh Bank, Dhaka.
- 15) Accounts Officer, Ministry of Industries, Dhaka.
- 16) Office copy.

He (A)
28.01.2018
(Md. Mizanur Rahman)
Deputy Secretary