

Government of the People's Republic of Bangladesh

Ministry of Social Welfare

Administration-1

Bangladesh Secretariat, Dhaka 1000

www.msw.gov.bd

No. 41.00.0000.016.002.02.14-393

Date : 21.03.2018

From: Md. Abul Amin
Senior Assistant Secretary.

To : Chief Accounts Officer
Ministry of Social Welfare
Segunbagicha, Dhaka.

The undersigned is directed to convey the administrative sanction in favour of the following officials of the Ministry of Social Welfare to attend the "Social Welfare Seminar and Study Programme" organized by Foundation for the Welfare and Education of the Asian People (FWEAP) to be held in Japan, from 04 April 2018 to 11 April 2018.

1. Ms. Abeda Akhter, Joint Secretary, Ministry of Social Welfare-**Team Leader**.
2. Mr. A.J.M. Ershad Ahsan Habib, PS to Hon'ble State Minister (Deputy Secretary), Ministry of Social Welfare.-**Member**.
3. Md. Abul Amin, Senior Assistant Secretary, Ministry of Social Welfare -**Member**.
4. Mr. Biswajit Baidya, General Manager (Deputy Director), Vocational Training Center for the orphan and Disable-boys and girls, Shibchar, Madaripur-**Member**.

2. The sanction is subject to the following terms and conditions:

- a) The above mentioned officials will be treated as on duty during the period of the said seminar.
- b) They will draw their pay and allowances in local currency. No part of it shall be drawn in foreign currency;
- c) Expenses in this connection will be borne by FWEAP(including round-trip air fare, domestic transportation, Meals and accommodation during the Seminar in Japan);
- d) They will leave Dhaka for Japan on 03 April 2018 or nearest possible date and will leave Japan on 12 April, 2018 or nearest possible date;
- e) They will not stay abroad more than the period approved;
- f) They will submit a report to this Ministry within two weeks of their return.

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



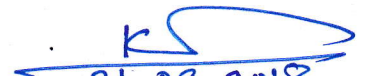
Md. Abul Amin
Senior Assistant Secretary
Phone : 9540550
sasadmin1@msw.gov.bd

No. 41.00.0000.016.002.02.14-393/1(18)

Date: 21.03.2018

Copy for kind information and necessary action (Not according to seniority):

01. Senior Secretary, Ministry of Public Administration Bangladesh secretariat, Dhaka.
02. Secretary, Economic Relations Division, Ministry of Finance, Sher-e-Bangla Nagar, Dhaka.
03. Foreign Secretary, Ministry of Foreign Affairs, Dhaka.[Attention: Director (consular) with request to issue note Verbale].
04. H.E Ambassador, Japanese Embassy in Dhaka, Bangladesh # 5 & 7, Dutabash Road Diplomatic Enclave Baridhara P.O. Box. 458 Dhaka Bangladesh.
05. H.E Ambassador, Bangladesh Embassy in Tokyo, Japan 3-29, Kioicho, Chiyoda-Ku Tokyo 102-0094 Japan.
06. Director General, Department of Social Services, Agargaon, Dhaka.
07. Director General, Department of Immigration & Passport, Passport Bhaban, Agargaon, Dhaka.
08. Director, Hazrat Shajalal International Airport (Civil Aviation) Authority, Dhaka.
09. P.S.to Honorable Minister, Ministry of Social Welfare, Dhaka.
10. Ms. Abeda Akhter, Joint Secretary, Ministry of Social Welfare, Dhaka.
11. Mr. A.J.M. Ershad Ahsan Habib, PS to Hon'ble State Minister (Deputy Secretary), Ministry of Social Welfare, Dhaka.
12. P.S. to Secretary, Ministry of Social Welfare, Dhaka.
13. Mr. Md. Abul Amin, Senior Assistant Secretary, Ministry of Social Welfare, Dhaka.
14. Mr. Biswajit Baidya, General Manager (Deputy Director), Vocational Training Center for the orphan and Disable-boys and girls, Shibchar, Madaripur.
15. System Analist, Ministry of Social Welfare, Dhaka(with request to display in MoSW website).
16. Accounts officer, Ministry of Social Welfare. Dhaka.
17. District Accounts officer, Madaripur.
18. Foreign Exchange Branch, Bangladesh Bank, Dhaka.


21.03.2018

Md. Abul Amin
Senior Assistant Secretary