

Government of the People's Republic of Bangladesh
Ministry of Foreign Affairs
Policy & Organisation Section
Dhaka

No. 19.00.0000.121.02.010.20(990)/ 213

Date: 16 May 2023

From : Md. Warishul Islam
Senior Assistant Secretary (P&O)
Ministry of Foreign Affairs, Dhaka

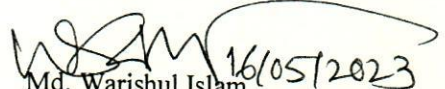
To : Ms. Aklima Khanom
Assistant Secretary
Ministry of Foreign Affairs, Dhaka

The undersigned is directed to convey that you have been nominated by the Government of Bangladesh to participate in the 9th Spring School for Junior Diplomats-titled "Economic and Commercial Diplomacy in an increasingly interconnected global marketplace" in Kosovo from 22-26 May 2023 (excluding travel).

02. The terms and conditions are as follows:

- i. The period of the programme and time spent for travel and transit will be treated as on official duty and you will not be entitled to receive any allowances in foreign currency;
- ii. All the relevant costs of the programme (airfare, tuition, accommodation and meals) will be borne by the organiser;
- iii. You will not be allowed to stay abroad more than the approved period;
- iv. You will have to submit a report along with your certificate to the P&O Section of the Ministry within the 05 (five) working days upon your return after completion of the programme;
- v. You will depart Dhaka for the Kosovo on 21 May 2023 or nearer date and you will depart from Kosovo for Dhaka on 27 May 2023 or nearer date after completion of the programme;
- vi. If the duration of the programme changes, you will immediately inform the Ministry and follow the instructions received from the Ministry.

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

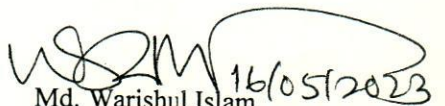

Md. Warishul Islam
Senior Assistant Secretary (P&O)
Phone: 02223350908

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Copy for kind information to (not in order of seniority):

1. Director General (Administration/FMO), Ministry of Foreign Affairs, Dhaka
2. Chief Accounts & Finance Officer, Ministry of Foreign Affairs, Segunbagicha, Dhaka
3. Director (SMO/FSO/ Personnel/P&O/Finance/ICT), Ministry of Foreign Affairs, Dhaka
4. Senior Assistant Secretary/ Assistant Secretary (SSA/P-1/Budget/Cash), Ministry of Foreign Affairs, Dhaka
5. Assistant Secretary (ICT), Ministry of Foreign Affairs, Dhaka (Along with the request for publication on the Ministry's website)
6. Officer in Charge (Immigration), Hazrat Shahjalal International Airport, Dhaka
7. Bangladoot, Berlin, Germany
8. Office copy


Md. Warishul Islam
Senior Assistant Secretary (P&O)
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