

Government of the People's Republic of Bangladesh
Ministry of Foreign Affairs
Administration Wing
Recruitment & Training Section

No. 19.00.0000.121.02.042.20(941)/ 267

07 May 2024

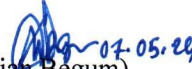
To: Mr. Md. Mahade Alam Bintu
Senior Assistant Secretary
Ministry of Foreign Affairs, Dhaka

The undersigned is issuing Government of People's Republic of Bangladesh's approval for you to participate in the "Diplomatic Training Course for International Participants 2024" to be held from 12-23 May 2024 in Kuala Lumpur, Malaysia.

02. The terms and conditions are as follows:

- The period of the program and time spent for travel and transit will be treated as on official duty and you will not be entitled to receive salary and any allowances in foreign currency;
- Full course fee, round-trip economy airfares, accommodation, meals, daily allowance will be borne by organization and others expenses (transit allowance, terminal charges etc.) will be incurred by the relevant budget head of this Ministry;
- You will not be allowed to stay abroad more than the approved period;
- You will have to submit a report to the Recruitment and Training Section of the Ministry within the 05 (five) working days upon your return after completion of the Course;
- You will depart Dhaka for Kuala Lumpur on 11 May 2024 or nearer date and start for Dhaka on 23 May 2024 or nearer date after completion of the training.

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

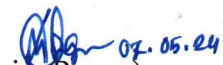

(Marjan Begum)
Senior Assistant Secretary (R&T)
☎: 02223350908
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No. 19.06.0000.121.02.042.20(941)/ 267

07 May 2024

Copy for kind information (not according to gradation):

1. Director General (Administration/South Asia), Ministry of Foreign Affairs, Dhaka;
2. Director (FMO/FSO/Personnel/P&O/Finance/South Asia-2), Ministry of Foreign Affairs, Dhaka;
3. Chief Accounts & Finance Officer, Ministry of Foreign Affairs, 1st 12 Storied Government Office Building (9th floor), Segunbagicha, Dhaka;
4. Head of Chancery, B'doot, Kuala Lumpur, Malaysia;
5. Senior Assistant Secretary/Assistant Secretary (P-I/SSA/SA-2/Audit & Pension/Budget/Cash), Ministry of Foreign Affairs, Dhaka;
6. Assistant Secretary (Consular & MRP), Ministry of Foreign Affairs, Dhaka (Along with the request to issue Note Verbale);
7. Assistant Secretary (ICT), Ministry of Foreign Affairs, Dhaka (Along with the request to publish on the Ministry's website);
8. Assistant Commissioner (Customs), Dhaka Custom House, Dhaka;
9. Officer in Charge (Immigration), Hazrat Shahjalal International Airport, Dhaka;
10. Office Copy.


(Marjan Begum)
Senior Assistant Secretary (R&T)