

**Government of the People's Republic of Bangladesh**  
**Ministry of Foreign Affairs**  
**West Europe & EU Wing**  
[www.mofa.gov.bd](http://www.mofa.gov.bd)

No. 19.00.0000.455.40.605.17-407

Date: 21 Joishtha 1429  
04 June 2023

To : Mr. Mohammad Jobayed Hosen  
Director (Foreign Secretary's Office), Ministry of Foreign Affairs, Dhaka


From : Mr. Divine Wealth Chakma  
Assistant Secretary (West Europe & EU), Ministry of Foreign Affairs, Dhaka

**Subject : Administrative order of visit to Italy and Denmark on 7-10 June 2023**

**Sir,**

As directed, I am granting the administrative approval in favour of you for visiting the Italy and Denmark on 7-10 June 2023 or nearby date as part of Bangladesh delegation led by Foreign Secretary (Senior Secretary) for attending Foreign Office Consultations (FOCs) with Italy and Denmark.

02. The terms & conditions of the approval are:
- The period of this visit and the time spent for travel and transit will be treated as on duty;
  - You will be entitled to airfare for travelling and other allowances as per relevant rules. These expenses will be borne from the relevant budget head of the Ministry of Foreign Affairs' FY2022-2023 budget. The pay and allowances shall be paid in local currency of Bangladesh;
  - You will travel to the Italy on 6 June 2023 or nearby date and depart from Denmark for Bangladesh on 10 June 2023 or nearby date;
  - Except emergency cases, you will not stay abroad more than the approved period.
03. This order is issued with the approval of the competent authority.


  
(Divine Wealth Chakma)  
Assistant Secretary  
Phone: 47110646  
Email: aseurope@mofa.gov.bd

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

- 1) Director General (Administration/FMO), Ministry of Foreign Affairs, Dhaka.
- 2) Chief Accounts and Finance Officer, Ministry of Foreign Affairs, 1<sup>st</sup> 12-floor Govt. Office Building, Segunbagicha, Dhaka
- 3) Director (SMO/Personnel/Finance/FSO, DCP (visit)), Ministry of Foreign Affairs, Dhaka.
- 4) Senior Assistant Secretary/Assistant Secretary (P-1/Budget), Ministry of Foreign Affairs, Dhaka
- 5) Assistant Secretary (ICT), Ministry of Foreign Affairs, Dhaka
- 6) Officer in Charge (Immigration), Hazrat Shahjalal International Airport (HSIA), Dhaka
- 7) Office copy

  
04.06.2023  
(Divine Wealth Chakma)  
Assistant Secretary