

Government of the People's Republic of Bangladesh
Ministry of Foreign Affairs
West Europe & EU Wing
Dhaka
www.mofa.gov.bd

No. 19.00.0000.455.32.602.17-725

Date: 3 Kartik 1430
19 October 2023

To : Mr. Mohammad Al Alamul Emam
Director (State Minister's Office), Ministry of Foreign Affairs, Dhaka

Subject : Administrative order for official visit to Belgium on 24-26 October 2023

I am directed to convey the administrative approval of the government in favour of you for visiting Brussels, Belgium from 24-26 October, 2023 as part of the delegation led by the Hon'ble Prime Minister to attend the EU's inaugural 'Global Gateway Forum'.

02. The terms & conditions of the approval are:

- a. The period of this visit and the time spent for travel and transit will be treated as on duty;
- b. You will be entitled to airfare and other allowances as per existing rules. These expenses will be borne from the relevant budget head of the Ministry of Foreign Affairs' for the current FY2023-2024. The pay and allowances shall be paid in local currency of Bangladesh;
- c. You will travel to Belgium on 24 October 2023 or nearby date and depart Belgium for Bangladesh on 26 October 2023 or nearby date;
- d. You will not be allowed to stay abroad for more than the approved period.

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

Sd/-

(S.M. Sayem)

Assistant Secretary (WE&EU)

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), Ministry of Foreign Affairs, Dhaka.
- 2) Chief Accounts and Finance Officer, Ministry of Foreign Affairs, 1st 12-floor Govt. Office Building, Segunbagicha, Dhaka
- 3) Director (FMO/SMO/FSO/Personnel/Finance/DCP (visit)), Ministry of Foreign Affairs, Dhaka.
- 4) Officer in Charge (Immigration), Hazrat Shahjalal International Airport (HSIA), Dhaka
- 5) Senior Assistant Secretary/Assistant Secretary (P-1/Budget), Ministry of Foreign Affairs, Dhaka
- 6) Assistant Secretary (ICT), Ministry of Foreign Affairs, Dhaka (With a request to upload this GO in Ministry's website)
- 7) Officer in Charge (Immigration), Hazrat Shahjalal International Airport (HSIA), Dhaka
- 8) Office copy

Sayem
19/10/2023
(S.M. Sayem)

Assistant Secretary (WE&EU)