

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

No. 19.00.0000.121.02.131.20(1030)/161

Date: 15 April 2023

From: Md. Warisul Islam  
Senior Assistant Secretary (P&O)

To : Mr. Dewan Ali Ashraf  
Director General  
Ministry of Foreign Affairs, Dhaka.

The undersigned is directed to convey the deputation order in your favour to pursue Master's degree at John Hopkins University in Washington, D.C. for two years from the date of relinquishment of charges in the Ministry.

02. The terms and conditions are as follows:

- i. The period of the course 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. You will be entitled to full salary and allowances during your deputation period and you will draw your salary and allowances in local currency;
- iii. There will be no financial contribution from the Ministry for all expenses incurred by higher education including air fare;
- iv. You will not be allowed to stay abroad more than the approved period;
- v. Upon your return, you will not be nominated again for higher studies till completion of 02 (two) years in service. This condition shall not be applied for PhD and post-doctoral research;
- vi. You will have to submit a report along with your degree certificate to the P&O Section of the Ministry within the 05 (five) working days upon your return after completion of the course;
- vii. You will depart Dhaka for the USA on 15 April 2023 or nearer date and you will to Dhaka on 15 April 2025 or nearer date after completion of the Master's course;
- viii. If the duration of the course changes, you will immediately inform the Ministry and follow the instructions received from the Ministry;
- ix. You have to report to the Personnel Section of the Ministry immediately after arrival in Bangladesh.

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

  
Md. Warisul Islam

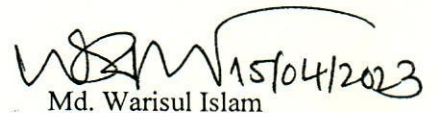
Senior Assistant Secretary (P&O)  
Phone: 02223350908

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

1. Director General (Administration/Foreign Minister's Office), Ministry of Foreign Affairs, Dhaka.
2. Chief Accounts & Finance Officer (Ministry of Foreign Affairs), Segunbagicha, Dhaka.
3. Director (SMO/FSO/ Personnel/P&O/Finance), 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. Bangadoot, Washington DC.
8. Office copy.
9. Personal file of the concerned officer.

  
Md. Warisul Islam

Senior Assistant Secretary (P&O)