

Government of the People's Republic of Bangladesh
Ministry of Foreign Affairs
SAARC and BIMSTEC Wing
SAARC Section
Dhaka

No. 19.00.0000.312.39.005.17/027

11 February 2024

To: Mr. Abdul Motaleb Sarker
Director General (SAARC & BIMSTEC)
Ministry of Foreign Affairs
Dhaka

Subject: Administrative Order in favor of Mr. Abdul Motaleb Sarker, Director General (SAARC & BIMSTEC), Ministry of Foreign Affairs, Dhaka, for attending the final workshop on the SAARC Regional Multimodal Transport Study (SRMTS) to be held in Kathmandu on 28-29 February 2024.

The undersigned is directed to convey the approval of the Government in favour of you for attending the final workshop on the SAARC Regional Multimodal Transport Study (SRMTS) from 28-29 February 2024 (excluding transit and travel time) in Kathmandu, Nepal under the following terms and conditions:

- i) 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 any allowance in foreign currency;
- ii) All relevant costs of the program (airfare, accommodation and meals) will be borne by the host organization. The other expenses related to this visit will be borne from the relevant budget head of the Ministry;
- iii) You will depart from Dhaka for Kathmandu, Nepal on 27 February 2024 or at a nearer date and return to Dhaka on 01 March 2024 or at a nearer date upon completion of the program;
- iv) You will not be allowed to stay abroad more than the approved period;

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



(Afrin Nahar Lata)
Senior Assistant Secretary (SAARC)
Tel: 02223350126
Email: assaarc@mofa.gov.bd

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

1. Mr. Abdul Motaleb Sarker, Director General (SAARC & BIMSTEC), Ministry of Foreign Affairs, Dhaka;
2. Director General (Administration), Ministry of Foreign Affairs, Dhaka;
3. Chief Accounts & Finance Officer, Ministry of Foreign Affairs, Dhaka;
4. Director (FMO/SMO/FSO/Personnel/Finance/SAARC & BIMSTEC), Ministry of Foreign Affairs, Dhaka;
5. SAS/ AS (Budget/Cash), Ministry of Foreign Affairs, Dhaka;
6. AS (ICT), Ministry of Foreign Affairs, Dhaka (Along with the request for publication on the website);
7. Officer in Charge (Immigration), Hazrat Shahjalal International Airport, Dhaka;
8. Officer in Charge (Customs), Hazrat Shahjalal International Airport, Dhaka;
9. Bangladesh Embassy, Kathmandu, Nepal;
10. Office Copy.


(Afrin Nahar Lata)
Senior Assistant Secretary (SAARC)