

People's Republic of Bangladesh
Ministry of Foreign Affairs
Administration Wing
Budget Section
Dhaka

No. 19.00.0000.115.20.231.21-425

Date: 10 January 2024

To:

1. **Mr. Md. Shariful Islam**, Senior Assistant Secretary, Ministry of Foreign Affairs
2. **Mr. Md. Abdul Motaleb**, SAS Superintendent, Office of the Chief Accounts and Finance Officer
(Foreign Affairs)

Subject: The government's approval for travelling to the Bangladesh Consulate General in Hong Kong, China for the implementation of iBAS++

The undersigned is directed to convey the Government's approval in favour of you to travel to Hong Kong, China for the purpose of implementation of iBAS++ (Integrated Budget & Accounting System) at the Bangladesh Missions located in East Asia from 22-30 January 2024 or on nearer dates.

02. Terms and conditions of the visit:

- a) You will start your journey for Hong Kong, China on a convenient date nearer to 22 January 2024.
- b) The period of the visit and the time spent for travel and transit will be treated as on duty.
- c) You will draw your pay and allowance in BDT.
- d) All expenses related to the visit will be borne from the Ministry's budget head '**3244101-Travel Expenses**' under institutional code '**1180101-104125**'.
- e) You will not be allowed to stay abroad for more than the approved period.

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



10.01.2024

(Zahid Hasan Sehab)
Assistant Secretary (Budget)
Phone: +8802223351418
E-mail: budget@mofa.gov.bd

Copy: For Kind information/ Necessary Action (not according to seniority):

1. Foreign Secretary (Senior Secretary), Ministry of Foreign Affairs, Dhaka;
2. Director General (Administration), Ministry of Foreign Affairs, Dhaka;
3. Chief Accounts and Finance Officer (Foreign Affairs), Office of the Chief Accounts and Finance Officer, 1st 12 Storied Govt. Office building (8th Floor), Segunbagicha, Dhaka;
4. Head of Chancery, Bangladesh Consulate General in Hong Kong, China;
5. Assistant Secretary (ICT) [With the request to publish on Ministry's website]/ Assistant Secretary (Cash/ Accounts), Ministry of Foreign Affairs, Dhaka;
6. Officer in Charge (Immigration), Hazrat Shahjalal International Airport, Dhaka;
7. Office Copy.

Signed-

(Zahid Hasan Sehab)
Assistant Secretary (Budget)