

Government of the People's Republic of Bangladesh
Ministry of Foreign Affairs
Policy & Organisation Section
Dhaka

No. 19.00.0000.121.02.010.20(909)/482

Date: 12 October 2023


✓ To : Mr. Md. Ziaur Rahman
Senior Assistant Secretary (IO)
Ministry of Foreign Affairs, Dhaka

The undersigned is issuing Government of People's Republic of Bangladesh's approval for you to participate in the program "29th Junior Diplomatic Course (JDC)" scheduled to be held from 06 November 2023-15 December 2023 in Islamabad, Pakistan.

02. The terms and conditions are as follows:

- 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 salary and any allowances in foreign currency;
- ii. The airfare and subsistence allowance will be borne by organization and others expenses will be borne by the relevant budget head of this Ministry;
- iii. You will not be allowed to stay abroad more than the approved period;
- iv. You will have to submit a report along with your certificate to the P&O Section of the Ministry within the 05 (five) working days upon your return after completion of the program;
- v. You will depart from Dhaka for Islamabad on 05 November 2023 or nearer date and you will depart from Islamabad for Dhaka on 15 December 2023 or nearer date after completion of the program;
- vi. In case of the training extended, you will directly report to the Ministry for further instructions.

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



12.10.2023


Sourov Das Gupta Bijoy
Assistant Secretary (P&O)
Phone: 02223350908
Email: aspando@mofa.gov.bd

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

1. Director General (Administration/IO), Ministry of Foreign Affairs, Dhaka
2. Director (FMO/SMO/FSO/ Personnel/P&O/Finance/IO), Ministry of Foreign Affairs, Dhaka
3. Chief Accounts & Finance Officer, Ministry of Foreign Affairs, Segunbagicha, Dhaka
4. Head of Chancery, Bdoot Islamabad, Pakistan
5. Senior Assistant Secretary/ Assistant Secretary (SSA/P-1/IO/Budget/Cash), Ministry of Foreign Affairs, Dhaka
6. Assistant Secretary (ICT), Ministry of Foreign Affairs, Dhaka (Along with the request to publish on the Ministry's website)
7. Officer in Charge (Customs), Hazrat Shahjalal International Airport, Dhaka
8. Officer in Charge (Immigration), Hazrat Shahjalal International Airport, Dhaka
9. Office copy



12.10.2023

Sourov Das Gupta Bijoy
Assistant Secretary (P&O)