

Government of the People's Republic of Bangladesh
Ministry of Foreign Affairs
Administration Wing
Policy & Organization Section

No.19.00.0000.121.02.087.20(938)/ 65

28 January 2024


To: Ms. Sayeda Sumaiya Tarannum
Assistant Secretary
Ministry of Foreign Affairs, Dhaka

The undersigned is issuing Government of People's Republic of Bangladesh's approval for you to participate in the "55th Session of Human Rights Council" to be held from 26 February-05 April 2024 in Geneva, Switzerland.

02. The terms and conditions are as follows:

- 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;
- The air fare, daily subsistence allowance (DSA), intended to cover lodging, meals and other expenses during the session will be borne by organization and all others expenses will be borne by the relevant budget head of this Ministry;
- You will not be allowed to stay abroad more than the approved period;
- You will have to submit a report to the Recruitment and Training Section of the Ministry within the 05 (five) working days upon your return after completion of the session;
- You will depart Dhaka for Geneva on 20 February 2024 or nearer date and start for Dhaka on 05 April or nearer date after completion of the session.

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


(Sourov Das Gupta Bijoy)
Assistant Secretary (P&O)
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No.19.00.0000.121.02.087.20(909)/ 65

28 January 2024

Copy for kind information (not according to gradation):

1. Director General (Administration/South America/Consular & Welfare), Ministry of Foreign Affairs, Dhaka;
2. Director (FMO/SMO/FSO/Personnel/P&O/Finance/South America), Ministry of Foreign Affairs, Dhaka;
3. Chief Accounts & Finance Officer, Ministry of Foreign Affairs, 1st 12 Storied Government Office Building (9th floor), Segunbagicha, Dhaka;
4. Head of Chancery, B'doot Geneva, Switzerland;
5. Senior Assistant Secretary/Assistant Secretary (P-I/SSA/R&T/Audit & Pension/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. Assistant Commissioner (Customs), Dhaka Custom House, Dhaka;
8. Officer in Charge (Immigration), Hazrat Shahjalal International Airport, Dhaka;
9. Office Copy.


(Sourov Das Gupta Bijoy)
Assistant Secretary (P&O)