

**Government of the People's Republic of Bangladesh**  
**Ministry of Foreign Affairs**  
**Recruitment & Training Section**  
[www.mofa.gov.bd](http://www.mofa.gov.bd)

No. AD- P&O-905/646

06 January 2020

**To: Chief Accounts Officer (MO Foreign Affairs)**  
**Segun Bagicha, Dhaka**

The undersigned is directed to convey the Government's approval to the following officer for participating in the seminar programme titled "NESA Executive Seminar (ES 02-20)" to be held from 03-14 February 2020 in United States of America:

Name & Designation	Contact
Kazi Ehsanul Haque Director, Ministry of Foreign Affairs, Dhaka	Cell: + 880 1731181712 Email ehaq75@gmail.com

02. Terms and Conditions:

- a. He will start his journey for United States on a convenient date near to 02 February 2020;
- b. The period of this visit and the time spent for travel and transit will be treated as on duty;
- c. He will draw his pay and allowances in local currency;
- d. The organizers will bear the airfare, accommodation, food and local hospitality in USA;
- e. All other expenses related to this official visit will be borne from the economic code :Training-1180101104125-3231301" of the budget for FY 2019-20 of the Ministry of Foreign Affairs;
- f. He will not be allowed to stay abroad more than the approved period.

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

Sincerely yours,

*Nusrat Jahan* 06.01.2020

(Nusrat Jahan)

Assistant Secretary (R&T)

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**Copy for kind information and necessary action (not according to seniority):**

1. Director General (Administration/FMO), Ministry of Foreign Affairs, Dhaka
2. Director (SMO/FSO/ Personnel/ Finance/ Audit & Pension/ICT) Ministry of Foreign Affairs, Dhaka
3. Director, Hazrat Shahjalal International Airport, Dhaka
4. Bangladoot, Washington D.C, USA.
5. Kazi Ehsanul Haque, Director, Ministry of Foreign Affairs.
6. Assistant Secretary (ICT) [with request to upload the order on MOFA's website].
7. Personal File.

*Nusrat Jahan* 06.01.2020

(Nusrat Jahan)

Assistant Secretary (R&T)