

Government of the People's Republic of Bangladesh  
Ministry of Information  
Admn-4 Section  
Bangladesh Secretariat, Dhaka  
[www.moi.gov.bd](http://www.moi.gov.bd)

No.15.00.0000.018.25.005.15-352

Date : 20 August 2017

To : Chief Accounts Officer  
Ministry of Information  
CGA Building, Dhaka.

**Subject: Sanction for participation in a Training Course to be held in Malaysia from 5-14 September 2017.**

I am directed to convey the sanction of the Government of the People's Republic of Bangladesh in favour of Mr. Md. Mahbubul Kabir Siddiquie, System Analyst, Ministry of Information, Bangladesh Secretariat, Dhaka to participate in the training course titled "Digital Document System: Malaysian Government Experience" to be held in Malaysia from 5-14 September 2017 (excluding travel time) under the terms and conditions stated below:

- a. The period will be treated as on duty;
- b. He will draw his pay and allowances in local currency;
- c. The government will bear the cost of pocket allowance taka 52,390/- (Taka-Fifty two thousand three hundred ninety only) from the budget allocation of Ministry of Information for the Financial Year of 2017-2018.
- d. He will not stay abroad beyond the approved period; and
- e. He will submit a report within 7 (Seven) days of his return.

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

sd/-

( Kazi Moshtaque Zahir )  
Deputy Secretary  
Phone: 9567101  
[admin4@moi.gov.bd](mailto:admin4@moi.gov.bd)

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

1. Secretary, Ministry of Foreign Affairs, Dhaka (With a request to issue Note Verbal in favour of the participant).
2. H.E The High Commissioner, High Commission of Malaysia in Bangladesh, Dhaka.
3. Director General, Immigration & Passport, Dhaka.
4. Director, Hazrat Shajalal International Airport, Dhaka.
5. P.S. to the Hon'ble Minister, Ministry of Information, Bangladesh Secretariat Dhaka.
6. P.S. to the Secretary, Ministry of Information, Dhaka.
7. Officer-in-Charge (Immigration), Hazrat Shajalal International Airport, Dhaka.
8. Mr. Md. Mahbubul Kabir Siddiquie, System Analyst, Ministry of Information, Bangladesh Secretariat, Dhaka.
9. System Analyst, Ministry of Information, Bangladesh Secretariat, Dhaka (with a request to upload the order in Ministry's website).
10. Accounts Officer, Ministry of Information, Bangladesh Secretariat, Dhaka.

*K.M. Zahir*  
20.8.17  
( Kazi Moshtaque Zahir )  
Deputy Secretary