

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-15.00.0000.018.25.003.15-169

Date : 17 April 2017

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

**Subject: Sanction for participation in the "73rd Federation of International Film Archives (FIAF) Congress" to be held in Los Angeles, USA from 27 April to 04 May 2017.**

I am directed to convey the sanction of the Government of the People's Republic of Bangladesh in favour of Mr. Martuza Ahmed, Secretary, Ministry of Information, Government of Bangladesh as head of delegation, Mr. Sachindra Nath Halder, Director General, Ms. Moslema Naznin, Director and Mr. Md. Nizamul Kabir, Project Director, Bangladesh Film Archive, Dhaka to participate in the "73rd Federation of International Film Archives (FIAF) Congress" to be held in Los Angeles, USA from 27 April to 04 May 2017 (excluding travel time) under the terms and conditions stated below:

- a. The period will be treated as on duty;
  - b. They will draw their pay and allowances in local currency;
  - c. The Government will bear the cost of local accommodation, daily allowances, transit, terminal and airfare of Mr. Martuza Ahmed, Secretary of total taka 7,49,048/- (Taka Seven lac forty-nine thousand forty- eight only) from the budget allocation of Ministry of Information for the Financial Year of 2016-2017. The cost of local accommodation, daily allowances, transit, terminal and airfare of Mr. Sachindra Nath Halder, Director General (Total taka 4,08,807/- ( Four lac eight thousand eight hundred Seven only), Ms. Moslema Naznin, Director ( Taka 4,08,807/- (Four lac eight thousand eight hundred Seven only) and Mr. Md. Nizamul Kabir, Project Director (Total taka 4,08,807/- (Four lac eight thousand eight hundred Seven only) will be borne by Bangladesh Film Archive from its budget allocation for the Financial Year 2016-2017;
  - d. They will not stay abroad beyond the approved period;
  - e. They will submit a report within 7 (Seven) days of their return.
02. This order is issued with the approval of the competent authority.

Sincerely Yours,  
sd/-  
(Kazi Moshtaque Zahir)  
Deputy Secretary  
Phone- 9567101  
[admin4@moi.gov.bd](mailto:admin4@moi.gov.bd)

No-15.00.0000.018.25.003.15-169 /I(19)

Date : 17 April 2017

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

1. Cabinet Secretary, Cabinet Division, Bangladesh Secretariat, Dhaka.
2. Principal Secretary, Prime Minister's Office, Dhaka.
3. Senior Secretary, Ministry of Public Administration, Bangladesh Secretariat, Dhaka.
4. Mr. Martuza Ahmed, Secretary, Ministry of Information, Dhaka, Bangladesh.
5. Secretary, Public Security Division, Ministry of Home Affairs, Bangladesh Secretariat, Dhaka..
6. Secretary, Ministry of Foreign Affairs, Dhaka.
7. H.E.The Ambassador, Embassy of the USA in Bangladesh, Dhaka .
8. H.E.The Ambassador, Embassy of Bangladesh in USA.
9. Director General, Immigration & Passport, Dhaka.
10. Mr. Sachindra Nath Halder, Director General, Bangladesh Film Archive, Dhaka.
11. Director General, Bangladesh Film Archive, Dhaka.
12. P.S. to the Minister, Ministry of Information, Dhaka.
13. Director, Hazrat Shajalal International Airport, Dhaka.
14. Ms. Moslema Naznin, Director, Bangladesh Film Archive, Dhaka.
15. Mr. Md. Nizamul Kabir, Project Director, Bangladesh Film Archive, Dhaka.
16. P.S. to the Secretary, Ministry of Information, Dhaka.
- ✓ 17. System Analyst, Ministry of Information, Bangladesh Secretariat, Dhaka (with a request to upload the order in Ministry's website).
18. Accounts Officer, Ministry of Information, Bangladesh Secretariat, Dhaka.
19. Protocol Officer, Ministry of Information, Dhaka.

*K.M. Zahir*  
17/4/17  
(Kazi Moshtaque Zahir)  
Deputy Secretary