

Government of the People's Republic of Bangladesh
Ministry of Information
Admin-4 Section
Bangladesh Secretariat, Dhaka
www.moi.gov.bd

No-15.00.0000.018.25.008.16.156

Date : 10 April 2017

Subject : Participation in the Professional Development Program Under the Project of Strengthening Government through Capacity Development of the BCS Cadre Officials from 16.05.2017 to 28.05.2017 in the University of Duke, USA.

Ref: Ministry of Public Administration, Planning cell-2, 05.00.0000.239.25.092.2016.945, Date: 03-04-2017.

With reference to the subject mentioned above, the undersigned is directed to accord the administrative approval of Mr. Md. Shakhawat Hossain, Director (Joint Secretary), Bangladesh Television, Dhaka to participate in the Professional Development Program Under the Project of "Strengthening Government through Capacity Development of the BCS Cadre Officials" in the University of Duke, USA from 16.05.2017 to 28.05.2017 or for actual duration of the visit as per terms and conditions laid down in the letter under reference issued by the Ministry of Public Administration.

02. The approval is accorded in line with the terms and conditions placed hereinafter:

- (a) While on training he will be treated as on duty;
- (b) He will draw his pay and allowances in local currency. No part of it should be drawn in foreign currency;
- (c) All the expenses will be borne from the project fund;
- (d) He will not be allowed to stay abroad more than the approved period;
- (e) After completion of the training he will have to submit a report in the individual Action Plan (IAP) form to the Ministry of Public Administration.

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

Sincerely Yours,
sd/-

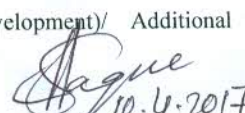
(S.M. Mahfuzul Haque)
Deputy Secretary
Phone- 9567101
admin4@moi.gov.bd

No-15.00.0000.018.25.008.16. 156 /1(19)

Date : 10 April 2017

Copy for kind information and necessary action to (not in line with the 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 (Attention: Mr. Shah Mujahid Uddin, Senior Assistant Secretary, Planning Cell-2).
4. Secretary(Public Security Division), Ministry of Home Affairs, Bangladesh Secretariat, Dhaka.
5. Secretary, Ministry of Foreign Affairs, Dhaka .
6. H.E. Ambassador, Embassy of the People's Republic of Bangladesh, Washington DC, USA K Street.
7. H.E. Ambassador, Embassy of the United States of America, Madani Avenue, Baridhara, Dhaka.
8. Professor Roy Kelly, Duke Centre for International Development, Duke University USA.
9. Director General, Immigration & Passport, Dhaka.
10. Director General, Bangladesh Television, Dhaka.
11. Mr. Md. Shakhawat Hossain, Director (Joint Secretary), Bangladesh Television, Dhaka
12. P.S. to the Hon'ble Minister, Ministry of Information, Dhaka.
13. Director, Hazrat Shajalal International Airport, Dhaka.
14. Director General, Consular and Welfare Wing, Ministry of Foreign Affairs, Dhaka (With a request to issue note verbal in favor of Mr. Md. Shakhawat Hossain, Director (Joint Secretary), Bangladesh Television, Dhaka)
15. P.S. to the Secretary, Ministry of Information, Dhaka.
16. Officer-in-Charge (Immigration), Hazrat Shajalal International Airport, Dhaka.
17. Executive Director, Foreign Currency and Policy Division, Bangladesh Bank, Dhaka.
- ✓ 18. System Analyst, Ministry of Information, Bangladesh Secretariat, Dhaka **(with a request to upload the order in Ministry's website).**
19. Po to Additional Secretary/ Additional Secretary(Broadcast)/Additional Secretary (Development)/ Additional Secretary(Admin&Film)Ministry of Information, Dhaka.


10.4.2017
(S.M. Mahfuzul Haque)
Deputy Secretary