

Government of the People's Republic of Bangladesh  
Ministry of Disaster Management and Relief  
(Training Section)  
Bangladesh Secretariat, Dhaka  
[www.modmr.gov.bd](http://www.modmr.gov.bd)

Memo No-51.00.0000.250.25.009.18- **357**

Date: 29-11-2018

To : Chief Accounts Officer  
Ministry of Disaster Management and Relief  
16, Abdul Gani Road, Dhaka-1000.

Subject: Government Order to participate in "14th meeting of the Regional Consultative Committee on Disaster Management (RCC)" during 02-05 December 2018 (including pre meeting on 02 December 2018) in Kathmandu, Nepal.

The undersigned is directed to convey the sanction of the Government of the People's Republic of Bangladesh in favour of Ms. Kazi Tasmin Ara Ajmery, Deputy Secretary, Ministry of Disaster Management and Relief to participate in "14th meeting of the Regional Consultative Committee on Disaster Management (RCC)" during 02-05 December 2018 in Kathmandu, Nepal under the following terms and conditions:

- a. The period of this meeting and the time spent for travel and transit will be treated as on duty.
  - b. She will draw her pay & allowances in local currency, no part of it shall be drawn in foreign currency.
  - c. All relevant travel, visa and accommodation costs of the participation will be borne by the RCC Secretariat (i.e., ADPC). If the organizer doesn't bear the expenses of the participant according to her entitlement, rest of the expenses will be borne by Government of Bangladesh as per existing rules.
  - d. She will leave Dhaka for Kathmandu, Nepal on 01 December, 2018 or on a nearer date and will leave Kathmandu, Nepal for Dhaka on 06 December, 2018 or on a nearer date.
  - e. She will not be allowed to stay abroad more than the approved period.
  - f. She has to submit a report to the Ministry of Disaster Management and Relief within 15 (Fifteen) days of her return to the country.
02. This order is issued with approval of the competent authority.

Sd/-  
(Mohammad Anwar Hossain)  
Senior Assistant Secretary  
Tel: +88-02-9546054  
E-mail: [sastraining@modmr.gov.bd](mailto:sastraining@modmr.gov.bd)

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

01. Senior Secretary, Ministry of Foreign Affairs.
02. Secretary, Security Services Division/Public Security Division, Ministry of Home Affairs, Dhaka.
03. Secretary, Ministry of Public Administration, Dhaka.
04. H.E. Ambassador of Bangladesh, Embassy of Nepal, United Nations Road, Road No-2 Baridhara Diplomatic Enclave Dhaka-1212, Bangladesh.
05. H.E. Ambassador of Nepal, Bangladesh Embassy in Kathmandu, Nepal, Basundhara, Chakrapati, Kathmandu Municipality Ward No-3 Opposite to NABIL Bank, Dhapshi Branch, Kathmandu, Nepal.
06. Director General, Immigration and Passports, Agargaon, Dhaka.
07. Director General (Consular), Ministry of Foreign Affairs, Dhaka.
08. Joint Secretary (Training), Ministry of Disaster Management and Relief, Dhaka.
08. Director (Asia), Ministry of Foreign Affairs, Dhaka (With request to issue Note Verbale).
09. Director, Hazrat Shahjalal International Airport, Dhaka.
10. PS to Hon'ble Minister, Ministry of Disaster Management and Relief, Dhaka.
11. Ms. Kazi Tasmin Ara Ajmery, Deputy Secretary, Ministry of Disaster Management and Relief, Dhaka.
12. PS to Secretary, Ministry of Disaster Management and Relief, Dhaka.
13. System Analyst, Ministry of Disaster Management and Relief, Dhaka (For uploading to website).
15. PO to Additional Secretary (Training and Law/Administration), Ministry of Disaster Management and Relief, Dhaka.

  
(Mohammad Anwar Hossain)  
Senior Assistant Secretary