

Government of the People's Republic of Bangladesh  
Ministry of Disaster Management and Relief  
(Training Branch)  
Bangladesh Secretariat, Dhaka  
www.modmr.gov.bd

Memo No-51.00.0000.250.25.015.15.

Date-24-01-2018

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

Subject: Government Order to participate in "High-level Regional Conference on Information Management for Disaster Risk Reduction and Resilience" to be held in 30-31 January, 2018 in Tehran, Iran.

The undersigned is directed to convey the sanction of the Government of the People's Republic of Bangladesh to Mr. Md. Yousuf Ali, Director (Joint Secretary), Department of Disaster Management to participate in "High-level Regional Conference on Information Management for Disaster Risk Reduction and Resilience" to be held in 30-31 January, 2018 in Tehran, Iran under the following terms and conditions:

- a. During participation on the conference and on journey to & from he will be treated as on duty.
  - b. He will draw his pay & allowances in local currency, no part of it shall be drawn in foreign currency.
  - c. Organizing authority will bear all the expenses of the participation.
  - d. He will leave Dhaka for Tehran, Iran on 29 January, 2018 or on a nearer date and will leave Tehran, Iran for Dhaka on 1st February, 2018 or on a nearer date.
  - e. He will not be allowed to stay abroad more than approved period.
  - f. He has to submit a report to the Ministry of Disaster Management and Relief within 15 (Fifteen) days of his return in the country.
02. This order is issued with approval of the competent authority.

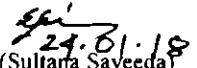
Sd/-  
(Sultana Sayeeda)  
Joint Secretary (Training)  
Tel: -88-02-9555088  
E-mail: jstraining@modmr.gov.bd

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

01. Senior Secretary, Ministry of Public Administration, Dhaka.
02. Secretary, Ministry of Foreign Affairs/Home Affairs, Dhaka.
03. H.E. Ambassador, The Embassy of Bangladesh in Tehran, North Yousef Abad, East 64th Street 1st Street, 12 Metri Ehdasi, No.7 P.O. box 14368-12345 Tehran, Iran.
04. H.E. Ambassador, Embassy of Tehran in Bangladesh, House no.13/A, Road no:75, Gulshan-2, Dhaka.1212.
05. Director General, Department of Disaster Management, 92-93, Mohakhali C/A, Dhaka.
06. Director General, Immigration and Passport, Agargaon, Dhaka.
07. Director General (Consular), Ministry of Foreign Affairs, Dhaka.
08. Mr. Md. Yousuf Ali, Director (Joint Secretary), Department of Disaster Management, 92-93, Mohakhali C/A, Dhaka.
09. Director (Europe), Ministry of Foreign Affairs, Dhaka (With request to issue Note Verbale).
10. Director, Hazrat Shahjalal International Airport, Dhaka.
11. PS to Secretary, Ministry of Disaster Management and Relief, Dhaka.
12. System Analyst, Ministry of Disaster Management and Relief, Dhaka (For uploading to website).

  
24.01.18  
(Sultana Sayeeda)  
Joint Secretary (Training)