

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

Memo No. 51.00.0000.250.24.012.15- 116

Dated: 07.12.2015.

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

Subject: Government Order to participate in Issue Focused Training Course on "Raising Awareness of Disaster Reduction (B) (J1504289)" to be held from 11 January - 13 February 2016 in Japan.

I have been directed to convey the sanction of the Government of the People's Republic of Bangladesh in respect of Mr. Shabbir Ahmmad, PS to Secretary, Ministry of Disaster Management & Relief to participate in Issue Focused Training Course on "Raising Awareness of Disaster Reduction (B) (J1504289)" to be held from 11 January - 13 February 2016 in Japan under the following terms and conditions:

- a. While participating in the Training Course 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. Japan International Cooperation Agency (JICA) will bear all the expenses of the participants;
- d. He will leave Dhaka for Japan on 10 January, 2016 or on a nearer date and will leave Japan for Dhaka on 14 February, 2016 or on a nearer date;
- e. He will not be allowed to stay abroad more than the approved period;
- f. He have to submit a report to the Ministry of Disaster Management and Relief within 15 (Fifteen) days after their arrival in the country.

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

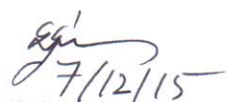
Sd/-
(Sultana Sayeeda)
Deputy Secretary (Training)
Tel: 9555088
e-mail: dstraining@modmr.gov.bd

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

1. Secretary, Ministry of Foreign Affairs, Dhaka.
2. H.E.Ambassador, Embassy of Japan in Bangladesh, plot No. 5 & 7, Dutabash Road, Baridhara, Dhaka-1212.
3. H.E.Ambassador, Embassy of the Peoples Republic of Bangladesh in Japan, 4-15-15 Meguro, Meguro-Ku, Tokyo-153-0063
4. Additional Secretary, Ministry of Disaster Management & Relief, Dhaka.
5. Director General (Additional Secretary), Department of Disaster Management, 92-93, Mohakhali C/A, Dhaka.
6. Director General, Immigration and Passport, Agargaon, Dhaka.
7. Director General (Consular), Ministry of Foreign Affairs, Dhaka .
8. Joint Secretary (All), Ministry of Disaster Management & Relief, Dhaka.
9. Director, Hazrat Shahjalal International Airport, Dhaka.
10. PS to Hon'ble Minister, Ministry of Disaster Management & Relief, Dhaka.
11. Mr. Shabbir Ahmmad, PS to Secretary, Ministry of Disaster Management & Relief, Dhaka.
12. PS to Secretary, Ministry of Disaster Management & Relief, Dhaka.
13. System Analyst, Ministry of Disaster Management & Relief, Dhaka.
14. Kimiko Tsuchiya, Representative, JICA, Bangladesh office, 3rd Floor, Bay's Galleria, 57 Gulshan Avenue (CWS-A19), Gulshan-1, Dhaka-1212.


7/12/15
(Sultana Sayeeda)
Deputy Secretary (Training)