

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

Memo No. 51.00.0000.250.24.014.15

Dated: 16.11.2017

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

Subject: Sanction of Bangladesh Delegation for participating "Draft Agenda for Bangladesh Disaster Management and Humanitarian Aid" to be held on 18-23 November, 2017 in Turkey.

The undersigned is directed to convey the sanction of the Government of the People's Republic of Bangladesh delegation led by hon'ble minister to participate in "Draft Agenda for Bangladesh Disaster Management and Humanitarian Aid" to be held on 18-23 November, 2017 in Turkey as stated below:

No	Name of Participants	Remarks
1	Mr. Mofazzal Hossain Chowdhury Maya, Bir Bikram, MP and Hon'ble Minister, Ministry of Disaster Management & Relief	Team Leader
2	Mr. Md. Shah Kamal, Secretary, Ministry of Disaster Management & Relief.	Member
3	Mr. Md. Reaz Ahmed, Director General (Additional Secretary), Department of Disaster Management	Member
4	Mr. Md. Abu Taher, PS to Minister (Joint Secretary), Ministry of Disaster Management & Relief	Member
5	Mr. Mohammed Habibul Kabir Chowdhury, Head, Refugee Cell (Joint Secretary), Ministry of Disaster Management & Relief	Member
6	Mr. Md. Mohsin, Joint Secretary, Ministry of Disaster Management & Relief	Member
7	Mr. Mohammad Abul Kalam, Refugee Relief and Repatriation Commissioner (Joint Secretary), Cox's Bazar	Member
8	Mr. Mohammad Omer Faruque Dewan, Senior Information Officer, Ministry of Disaster Management & Relief	Member

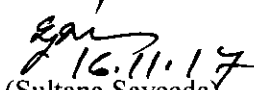
2. Mrs. Parveen Chowdhury, wife of hon'ble minister will accompany him and her all expenses will be borne by Turkey Government.
3. The terms and conditions are as follows:
 - a. While participating the meeting and on journey to & from, they will be treated as on duty.
 - b. They will draw their pay and allowances in local currency, no part of it shall be drawn in foreign currency.
 - c. Government of Turkey will bear all expenses of the participations. If the Government of Turkey doesn't bear the expenses of the participations according to their entitlement, rest of the expenses will be borne by the Government of Bangladesh as per existing rules.
 - d. Delegation will leave Dhaka for Turkey on 17 November, 2017 or on a nearer date and will leave Turkey for Dhaka on 24 November, 2017 or on a nearer date.
4. This order is issued with the approval of the competent authority.



Sd/-
(Sultana Sayeeda)
Deputy Secretary
Phone: +88-02-9555088
E-mail: dstraining@modmr.gov.bd

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

01. Mr. Mofazzal Hossain Chowdhury Maya, Bir Bikram, MP and Hon'ble Minister for Ministry of Disaster Management & Relief, Bangladesh
02. Mrs. Parveen Chowdhury, wife of hon'ble minister.
03. Cabinet Secretary, Cabinet Division/Principal Secretary, Prime Minister's Office, Dhaka.
04. Chief Secretary, Prime Minister's Office, Tejgaon, Dhaka.
05. Senior Secretary, Ministry of Public Administration/Finance Division, Dhaka.
06. Secretary, Ministry of Foreign Affairs/ Home Affairs, Dhaka.
07. Mr. Md. Shah Kamal, Secretary, Ministry of Disaster Management & Relief, Dhaka.
08. Principle Information officer, Press Information Department, Dhaka.
09. H.E Ambassador, Embassy of the People's Republic of Bangladesh, Ankara, Birlik Mah. 391. Cad. No:16 Çankaya - Ankara/Türkiye.
10. H.E Ambassador, Turkish Embassy in Dhaka, House No: 7 Road No: 2, Baridhara, Dhaka.
11. Director General, Immigration and Passport, Agargaon, Dhaka.
12. Director General (Counselor), Ministry of Foreign Affairs, Dhaka.
13. Mr. Md. Reaz Ahmed, Director General, Department of Disaster Management, Dhaka.
14. Mr. Md. Abu Taher, PS to Minister (Joint Secretary), Ministry of Disaster Management & Relief, Dhaka.
15. Mr. Mohammed Habibul Kabir Chowdhury, Head, Refugee Cell (Joint Secretary), Ministry of Disaster Management & Relief, Dhaka.
16. Mr. Md. Mohsin, Joint Secretary, Ministry of Disaster Management & Relief, Dhaka.
17. Mr. Mohammad Abul Kalam, Refugee Relief and Repatriation Commissioner (Joint Secretary), Cox's Bazar, Dhaka.
18. Director (Europe), Ministry of Foreign Affairs, Dhaka (With request to issue Note Verbale).
19. Director, Hazrat Shahjalal International Airport, Dhaka.
20. Mr. Mohammad Omer Faruque Dewan, Senior Information Officer, Ministry of Disaster Management & Relief, Dhaka.
21. PS to Secretary, Ministry of Disaster Management & Relief, Dhaka.
22. Protocol Officer, Ministry of Disaster Management & Relief, Dhaka.
23. System Analyst, Ministry of Disaster Management & Relief, Dhaka (For uploading to website).


16.11.17
(Sultana Sayeeda)
Deputy Secretary