

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

Memo No-51.00.0000.250.25.024.11(Part-1)

Date- 22/09/2016

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

Subject: Government Order to participate in Issue-focused Training Course on "Community-Based Disaster Risk Reduction (A) (J1604302)" to be held in Japan from 10 October-19 November, 2016.

The undersigned is directed to convey the sanction of the Government of the People's Republic of Bangladesh in respect of Mr. Md A Awal Howlader, Deputy Director (Deputy Secretary), Department of Disaster Management to participate in Issue-focused Training Course on "Community-Based Disaster Risk Reduction (A) (J1604302)" to be held in Japan from 10 October-19 November, 2016 under the following terms and conditions:

- a. While participating in the training 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 participations.
  - d. He will leave Dhaka for Japan on 09 October 2016 or on a nearer date and will leave Japan for Dhaka on 20 November, 2016 or on a nearer date.
  - e. He will not be allowed to stay abroad more than the approved period.
  - f. He has to submit a report to the Ministry of Disaster Management and Relief within 15 (Fifteen) days of return in the country.
02. This order is issued with approval of the competent authority.

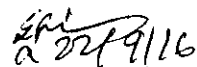
Sd/-  
(Sultana Sayeeda)  
Deputy Secretary (Training)  
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Memo No-51.00.0000.250.25.024.11(Part-1)-200

Date- 22/09/2016

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

01. Senior Secretary, Ministry of Public Administration/Home Affairs, Dhaka.
02. Secretary, Ministry of Foreign Affairs, Dhaka.
03. H.E.Ambassador, Embassy of Japan in Bangladesh, plot No. 5 & 7, Dutabash Road, Baridhara, Dhaka-1212.
04. H.E.Ambassador, Embassy of the Peoples Republic of Bangladesh in Japan, 4-15-15 Meguro, Meguro-Ku, Tokyo-153- 0063.
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. Director (Asia) Ministry of Foreign Affairs, Dhaka (With request to issue Note Verbale).
09. Director, Hazrat Shahjalal International Airport, Dhaka.
10. Mr. Md A Awal Howlader, Deputy Director (Deputy Secretary), Department of Disaster Management, 92-93, Mohakhali, C/A, 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).

  
(Sultana Sayeeda)  
Deputy Secretary (Training)