

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- 03/05/2016

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

Subject: Government Order to participate in "The Asia-Pacific Regional Conference on Gender and Disaster Risk Reduction" to be held in Hanoi, Viet Nam from 16-18 May, 2016.

I have been directed to convey the sanction of the Government of the People's Republic of Bangladesh in respect of Naila Ahmed, Deputy Secretary, Ministry of Disaster Management and Relief to participate in "The Asia-Pacific Regional Conference on Gender and Disaster Risk Reduction" to be held in Hanoi, Viet Nam from 16-18 May, 2016 under the following terms and conditions:

- a. While participating in the conference and on journey to & from she 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. Organizing authority will bear all the expenses of the participations.
- d. She will leave Dhaka for Viet Nam on 15 May, 2016 or on a nearer date and will leave Viet Nam for Dhaka on 19 May, 2016 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 return in the country.

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

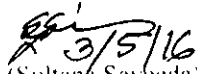
Sd/-
(Sultana Sayeeda)
Deputy Secretary (Training)
Tel: +88029555088
e-mail: dstraining@modmr.gov.bd

Memo No-51.00.0000.250.25.015.15- 82

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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. The Ambassador of Viet Nam in Bangladesh, No.14 C.W.S(B) Road 33/24, Gulshan Model Town, Dhaka 1212, Bangladesh.
04. H.E. The Ambassador People's Republic of Bangladesh in Viet Nam, Villa # D6B-05, Vuon Dao Compound, Subway # 675 Lac Long Quan, Tay Ho, Hanoi, Vietnam.
05. Director General, Immigration and Passport, Agargaon, Dhaka.
06. Director General (Consular), Ministry of Foreign Affairs, Dhaka.
07. Director(Asia) Ministry of Foreign Affairs, Dhaka (With request to issue Note Verbale).
08. Director, Hazrat Shahjalal International Airport, Dhaka.
09. Naila Ahmed, Deputy Secretary, Ministry of Disaster Management and Relief, Dhaka.
10. PS to Hon'ble Minister, Ministry of Disaster Management and Relief, Dhaka.
11. PS to Secretary, Ministry of Disaster Management and Relief, Dhaka.
12. System Analyst, Ministry of Disaster Management and Relief, Dhaka.
13. Mr. Shoko Ishikawa, Country Representative, United Nations Entity for Gender Equality and the empowerment of Women.


(Sultana Sayeeda)
Deputy Secretary (Training)