

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-51.00.0000.250.05.017.15- 202

Date- 26/10/2017

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

Subject: Government Order to participate in "Training Workshop on Addressing Disaster Risk Specific to South-West Asia" to be held in Kathmandu, Nepal from 30-31 October, 2017.

The undersigned is directed to convey the sanction of the Government of the People's Republic of Bangladesh to Mr. Md. Abdul Mannan, Project Director (Deputy Secretary) Urban Resilience Project, Department of Disaster Management to participate in "Training Workshop on Addressing Disaster Risk Specific to South-West" to be held in Kathmandu, Nepal from 30-31 October, 2017 under the following terms and conditions:

- a. During participation on the training 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 his participation.
  - d. He will leave Dhaka for Kathmandu, Nepal on 29 October, 2017 or on a nearer date and will leave Kathmandu, Nepal for Dhaka on 01 November, 2017 or on a nearer date.
  - e. He will not be allowed to stay abroad more than approved period.
  - f. He have to submit a report to the Ministry of Disaster Management and Relief within 15 (Fifteen) days of their return in the country.
02. This order is issued with approval of the competent authority.

Sd/-  
(Momena Khatun)  
Deputy Secretary (Training)  
Tel: +88-02-9555088  
E-mail: dstraining@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 of Bangladesh, Embassy of Nepal, United Nations Road, Road No-2 Baridhara Diplomatic Enclave Dhaka-1212, Bangladesh.
04. H.E. Ambassador of Nepal, Bangladesh Embassy in Kathmandu, Nepal, Basundhara, Chakrapath, Kathmandu Municipality Ward No-3 Opposite to NABIL Bank, Dhapshi Branch, Kathmandu, Nepal.
05. Director General, Immigration and Passport, Agargaon, Dhaka.
06. Director General (Consular), Ministry of Foreign Affairs, Dhaka.
07. Mr. Md. Abdul Mannan, Project Director (Deputy Secretary) Urban Resilience Project, Department of Disaster Management
08. Director (Asia), Ministry of Foreign Affairs, Dhaka (With request to issue Note Verbal).
09. 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).

(Momena Khatun)  
Deputy Secretary (Training)