

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-51.00.0000.321.38.006.15-204

Date- 29/10/2017

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

Subject: Government Order to participate in "ARF Training Course on Capacity Building on Disaster Comprehensive Loss & Damage Assessment and Recovery & Reconstruction" to be held in Ohan, China from 31 October to 02 November 2017.

The undersigned is directed to convey the sanction of the Government of the People's Republic of Bangladesh to Mr. Ajay Kumar Chakraborty, Deputy Secretary, Ministry of Disaster Management and Relief to participate in "ARF Training Course on Capacity Building on Disaster Comprehensive Loss & Damage Assessment and Recovery & Reconstruction" to be held in Ohan, China from 31 October to 02 November 2017 under the following terms and conditions:

- a. During participation on the meeting 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 Ohan, China, on 30 October, 2017 or on a nearer date and will leave Oha China for Dhaka on 03 November, 2017 or on a nearer date.
- e. He will not be allowed to stay abroad more than approved period.
- f. Participant Mr. Ajay Kumar Chakraborty (Deputy Secretary) will entitle DSA (cash allowance) according to existing rule.
- g. 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)
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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, Embassy of people's Republic of Bangladesh, Beijing, China, 42 Guang Hua Lu, Beijing 100600.
04. H.E. Ambassador, Embassy of people's Republic of China, Plot# 2 & 4, Embassy Road, Block # 1, Baridhara, Dhaka-1212.
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 Verbal).
08. Director, Hazrat Shahjalal International Airport, Dhaka.
09. Mr. Chiranjib Sarker, Director General, Regional Organization, Ministry of Foreign Affairs, Dhaka.
10. Mr. Ajay Kumar Chakraborty, Deputy Secretary, Ministry of Disaster Management and Relief.
11. PS to Secretary, Ministry of Disaster Management and Relief, Dhaka.
12. System Analyst, Ministry of Disaster Management and Relief, Dhaka (For uploading in website).

(Signature) 29.10.2017
(Momena Khatun)
Deputy Secretary (Training)