

[To be substituted bearing same date and memo]
Government of the People's Republic of Bangladesh
Ministry of Disaster Management and Relief
(Training Section)
Bangladesh Secretariat, Dhaka
www.modmr.gov.bd

Memo No. 51.00.0000.250.25.020.16-55

Date: 07.03.2018

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

Subject: Government Order to participate in The Regional Conference on "Strengthening Resilient Food and Agriculture Systems- Implementing the Sendai Framework for DRR in the Agriculture Sector in Asia and the Pacific" during 15-16 March, 2018 in Hanoi, Vietnam.

The undersigned is directed to convey the sanction of the Government of the People's Republic of Bangladesh for a delegation from Ministry of Disaster Management and Relief to participate in The Regional Conference on "Strengthening Resilient Food and Agriculture Systems- Implementing the Sendai Framework for DRR in the Agriculture Sector in Asia and the Pacific" during 15-16 March, 2018 in Hanoi, Vietnam.

Members of the Delegation:

Delegates Serial No	Name and Designation	Remarks
1	Mr. Mofazzal Hossain Chowdhury Maya, Bir Bikram, MP, Hon'ble Minister, Ministry of Disaster Management and Relief and Hon'ble Member, Parliamentary Standing Committee on Ministry of Disaster Management and Relief	Head of Delegation
2	Mr. Syed Abu Hossain, MP, Hon'ble Member, Parliamentary Standing Committee on Ministry of Disaster Management & Relief	Member
3	Mr. Abdur Rahaman Badi, MP, Hon'ble Member, Parliamentary Standing Committee on Ministry of Disaster Management and Relief	Member
4	Mr. Shafiqul Islam Shimul, MP, Hon'ble Member, Parliamentary Standing Committee on Ministry of Disaster Management and Relief	Member
5	Mr. Md. Shah Kamal, Secretary, Ministry of Disaster Management and Relief	Member
6	Mr. Dr. Md. Atiqur Rahman, Additional Secretary, Ministry of Disaster Management and Relief	Member
7	Mr. Md. Mohsin, Additional Secretary, Ministry of Disaster Management and Relief	Member
8	Mr. Mohammad Hussain, PS to Hon'ble Minister (Deputy Secretary), Ministry of Disaster Management and Relief	Member
9	Mr. Md. Abdullah Hokkany, Senior Assistant Secretary, Ministry of Disaster Management and Relief	Member

1A. Mrs. Parveen Chowdhury, spouse of Hon'ble Minister Mr. Mofazzal Hossain Chowdhury Maya, Bir Bikram, MP will accompany him and Hon'ble Minister will bear all the expenses for his spouse.

2. The terms and conditions are as follows:

- a. While participating the conference 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. i) All expenses for delegates serial no: 1-4 will be borne from the budget of MoDMR Code "4840".
ii) All expenses for delegates serial no: 5, 7, 8, 9 will be borne from the budget of MoDMR Code "4801".
iii) Food and Agriculture Organization (FAO) will bear all the expenses of Mr. Dr. Md. Atiqur Rahman. If FAO doesn't bear any expenses of him according to his entitlement, rest of the expenses will be borne from the budget of MoDMR Code "4801" as per existing rules.

- d. The Delegation will leave Dhaka for Hanoi, Vietnam on 14 March, 2018 or on a nearer date and will leave Hanoi, Vietnam for Dhaka on 17 March, 2018 or on a nearer date.
3. This order is issued with the approval of the competent authority.


Sd/-
(Mohammad Anowar Hossain)
Senior Assistant Secretary
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E-mail: sastraining@modmr.gov.bd

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

01. Mr. Mofazzal Hossain Chowdhury Maya, Bir Bikram, MP, Hon'ble Minister, Ministry of Disaster Management and Relief and Hon'ble Member, Parliamentary Standing Committee on Ministry of Disaster Management and Relief, Dhaka.
02. Mrs. Parveen Chowdhury, spouse of Mr. Mofazzal Hossain Chowdhury Maya, Bir Bikram, MP and Hon'ble Minister, Ministry of Disaster Management and Relief, Dhaka.
03. Cabinet Secretary, Cabinet Division/Principal Secretary, Prime Minister's Office, Dhaka.
04. Mr. Syed Abu Hossain, MP, Hon'ble Member, Parliamentary Standing Committee on Ministry of Disaster Management and Relief, Dhaka.
05. Mr. Abdur Rahaman Badi, MP, Hon'ble Member, Parliamentary Standing Committee on Ministry of Disaster Management and Relief, Dhaka.
06. Mr. Shafiqul Islam Shimul, MP, Hon'ble Member, Parliamentary Standing Committee on Ministry of Disaster Management and Relief, Dhaka.
07. Senior Secretary, Ministry of Public Administration, Dhaka.
08. Senior Secretary, Bangladesh National Parliament Secretariat, Sher-E-Bangla Nagar, Dhaka-1207.
09. Secretary, Prime Minister's Office, Tejgaon, Dhaka.
10. Secretary, Ministry of Foreign Affairs, Dhaka.
11. Secretary, Security Services Division/Public Security Division, Ministry of Home Affairs, Dhaka.
12. Mr. Md. Shah Kamal, Secretary, Ministry of Disaster Management and Relief, Dhaka.
13. H.E. Ambassador, Embassy of Vietnam in Bangladesh, No. 14 C.W.S (B) Road 33/24, Gulshan Model Town, Dhaka-1212.
14. H.E. Ambassador, Embassy of People's Republic of Bangladesh in Vietnam, Villa # D6B-05, Vuon Dao Compound, Subway # 675 Lac Long Quan, Tay Ho, Hanoi, Vietnam.
15. Mr. Dr. Md. Atiqur Rahiman, Additional Secretary, Ministry of Disaster Management and Relief, Dhaka.
16. Mr. Md. Mohsin, Additional Secretary, Ministry of Disaster Management and Relief, Dhaka.
17. Director General (Consular), Ministry of Foreign Affairs, Dhaka.
18. Director General, Department of Immigration and Passport, Agargaon, Dhaka.
19. General Manager, Foreign Exchange Department, Bangladesh Bank, Dhaka.
20. PS to Hon'ble Speaker, Bangladesh National Parliament.
21. PS to Hon'ble Minister, Ministry of Disaster Management and Relief, Dhaka.
22. Mr. Mohammad Hussain, PS to Minister (Deputy Secretary), Ministry of Disaster Management and Relief, Dhaka.
23. Director (Asia), Ministry of Foreign Affairs, Dhaka (With request to issue Note Verbale/letter of introduction if necessary).
24. Director, Hazrat Shahjalal International Airport, Dhaka.
25. Mr. Md. Abdullah Hokkany, Senior Assistant Secretary, Ministry of Disaster Management and Relief, Dhaka.
26. PS to Secretary, Ministry of Disaster Management and Relief, Dhaka.
27. System Analyst, Ministry of Disaster Management and Relief, Dhaka (For uploading to website).
28. Protocol Officer..... (all), Ministry of Disaster Management and Relief, Dhaka.


(Mohammad Anowar Hossain)
Senior Assistant Secretary