

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-51.00.0000.250.24.019.15- 17

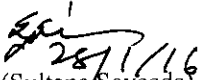
Date- 28 January, 2016

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

Subject: Government Order to participate in "Second formal session of the Open-Ended Inter - governmental Expert Working Group on Terminology and Indicators Relating to Disaster Risk Reduction" on 09 -11 February, 2016 in Geneva, Switzerland.

I have been directed to convey the sanction of the Government of the People's Republic of Bangladesh in respect of Mohanmad Manirul Islam, Senior Assistant Secretary, Ministry of Disaster Management and Relief to participate in "Second formal session of the Open-Ended Inter- governmental Expert Working Group on Terminology and Indicators Relating to Disaster Risk Reduction" on 09-11 February, 2016 in Geneva, Switzerland under the following terms and conditions:

- a. While participating in the programme 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 curr
 - c. United Nations International Strategy of Disaster Reduction (UNISDR) will bear all the expenses of the participations.
 - d. He will leave Dhaka for Switzerland on 08 February, 2016 or on a nearer date and will leave Switzerland for Dhaka on 12 February, 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.


(Sultana Sayeeda)

Deputy Secretary (Training)
Tel: +88029555088

e-mail: dstraining@modmr.gov.bd

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

1. Senior Secretary, Ministry of Public Administration/Home Affairs, Dhaka.
2. Secretary, Ministry of Foreign Affairs, Dhaka.
3. H.E. High Commissioner for the People's Republic of Bangladesh in Switzerland, Bangladeshi Consulate in Geneva, Rue de Lausanne 65, 1202 Genève, Switzerland.
4. H.E. Ambassador of Switzerland Embassy in Bangladesh, Bay's Edgewater 8th Floor, Plot 12, North Avenue, Gulshan-2, Dhaka-1212.
5. Director General, Immigration and Passport, Agargaon, Dhaka.
6. Director General (Consular), Ministry of Foreign Affairs, Dhaka.
7. Director, Hazrat Shahjalal International Airport, Dhaka.
8. Mohammad Manirul Islam, Senior Assistant Secretary, Ministry of Disaster Management and Relief, Dhaka.
9. PS to Secretary, Ministry of Disaster Management and Relief, Dhaka.
10. PS to Hon'ble Minister, Ministry of Disaster Management and Relief, Dhaka.
11. System Analyst, Ministry of Disaster Management and Relief, Dhaka.
12. PA to Additional Secretary, Ministry of Disaster Management and Relief, Dhaka.
15. Mr. Connie Brown, The United Nations Office for Disaster Risk Reduction (UNISDR), 9-11, Rue de Varembe, 1st Floor, 1202 Geneva, Switzerland

(Sultana Sayeeda)
Deputy Secretary (Training)