

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

Memo No. 51.00.0000.250.24.011.15

Dated: 31.10.2016

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

Subject: Sanction of Bangladesh Delegation for participating Asian Ministerial Conference on Disaster Risk Reduction to be held on 2-5 November, 2016 in New Delhi, India.

The undersigned is directed to convey the sanction of the Government of the People's Republic of Bangladesh as member of delegation led by hon'ble minister MoDMR to participate in Asian Ministerial Conference on Disaster Risk Reduction to be held on 2-5 November, 2016 in New Delhi, India as stated below:

No	Name of Participants	Name of Sponsor Organization
1	Mr. Mohammad Omar Faruque Dewan, Senior Information Officer, Ministry of Disaster Management & Relief	Bangladesh Government
2	Mr. Ali Ahmad, PS Honorable Chairman, Standing Committee on Ministry of Disaster Management & Relief	UNDP

4. The terms and conditions are as follows:

- While participating the conference and on journey to & from, they will be treated as on duty.
- They will draw their pay and allowances in local currency, no part of it shall be drawn in foreign currency.
- All expenses of the participants in connection with this conference will be borne by the sponsoring Organization (shown beside of their names).
- Delegation will leave Dhaka for India on 1 November, 2016 or on a nearer date and will leave India for Dhaka on 6 November, 2016 or on a nearer date.
- Mr. Mohammad Omar Faruque Dewan, Senior Information Officer, Ministry of Disaster Management & Relief will go to Kolkata on 6 th November, 2016 with the minister and will back Dhaka on 10 th November, 2016 or on a nearer date
- Each participant has to submit a report within 15 (Fifteen) days on return.

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

Sd/-
(Momena Khatun)
Deputy Secretary
Phone: +88-02-9540542
E-mail: dstraining@modmr.gov.bd
Dated: 31.10.2016

1. Memo No. 51.00.0000.250.24.011.15-235

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

- Cabinet Secretary, Cabinet Division/Principal Secretary, Prime Minister's Office, Dhaka.
- Chief Secretary, Prime Minister's Office, Tejgaon, Dhaka.
- Senior Secretary, Ministry of Public Administration/Home Affairs/Finance Division, Dhaka.
- Secretary, Ministry of Foreign Affairs/ Local Government Division, Dhaka.
- H.E. High Commissioner for the People's Republic of Bangladesh in new Delhi, EP-39, Dr. S. Radhakrishnan Marg, Chanakyapuri, New Delhi, Delhi 110021, India.
- H.E. High Commissioner of India in Bangladesh, House no-2, Road-142, Gulshan-1, Dhaka-1212.
- Director General (Counselor), Ministry of Foreign Affairs, Dhaka.
- Director, Hazrat Shahjalal International Airport, Dhaka.
- PS to Secretary, Ministry of Disaster Management & Relief, Dhaka.
- PS to President of Parliamentary Standing Committee for the Ministry of Disaster Management & Relief.
- UNDP, Dhaka office, UNISDR, Dhaka office, JICA, Dhaka office, World Vision, Dhaka office, Christian Aid, Dhaka office, IFRC, Dhaka office, BDRCS, Dhaka office.
- PS to hon'ble Speaker, Bangladesh National Parliament.
- Mr. Mohammad Omar Faruque Dewan, Senior Information Officer, Ministry of Disaster Management & Relief
- System Analyst, Ministry of Disaster Management & Relief, Dhaka (For uploading to website).
- Mr. Ali Ahmad, PS Honorable Chairman, Standing Committee of ss Ministry of Disaster Management & Relief

(Momena Khatun)
Deputy Secretary