

Government of the People's Republic of Bangladesh
Ministry of Environment and Forests
Law Branch-2

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Date: 10/09/2017

From : **Md. Mamunur Rashid**
Deputy Secretary.

To : Chief Accounts Officer
Ministry of Environment and Forests
Segun Bagicha, Dhaka.

Subject : Government order for Participation in the "13th Global Rubber Conference 2017" to be held from 12-14 September, 2017 in Kuala Lumpur, Malaysia.

The undersigned is directed to convey the approval of the Government of the People's Republic of Bangladesh in favour of the following officials to attend the "13th Global Rubber Conference-2017" to be held in Kuala Lumpur, Malaysia from 12-14 September, 2017 under the following terms and conditions:

Sl. No	Name and designation	Position	Funding Source
1.	Mr. Mohammed Abdul Quadir, ndc, Additional Secretary, Chairman BFIDC and Chairman, Bangladesh Rubber Board, Dhaka.	Head of Delegation	BFIDC
2.	Ms. Maksuda Khandaker, Senior Assistant Secretary, Ministry of Environment and Forests, Dhaka.	Member	BFIDC
3.	Dr. Md. Mahbubur Rahman, Divisional Officer, Bangladesh Forest Research Institute, Chittagong.	Member	BFRI
4.	Md. Saidur Rahman, Research Officer, Bangladesh Forest Research Institute, Chittagong.	Member	BFRI
5.	Mr. Biswajit Sen Gupta, Assistant Manager (Admin), Bangladesh Forest Industries Development Corporation, Dhaka.	Member	BFIDC

- i) The period of visit and the time spent for travel and transit will be treated as on duty.
 - ii) They will draw their pay and allowances in local currency.
 - iii) All expenses of their participation in the said visit will be borne by respective agencies shown besides their names.
 - iv) They will not be allowed to stay abroad more than the approved period (excluding travel time).
 - v) They will submit a report to the ministry within 10 (ten) days after return.
02. This order is issued with the approval of the competent authority.


(Md. Mamunur Rashid)
Deputy Secretary
Phone: 88 02 9549072.

Copy for kind information and necessary action (not as per seniority)

1. Secretary, Ministry of Foreign Affairs, Segunbagicha, Dhaka (with a request to issue note verbale)
2. Additional Secretary (All), Ministry of Environment and Forests, Dhaka.
3. Chairman, Bangladesh Forest Industries Development Corporation and Chairman, Bangladesh Rubber Board, Dhaka.
4. Mr. Mohammed Abdul Quadir, ndc, Additional Secretary, Chairman, Bangladesh Forest Industries Development Corporation and Chairman, Bangladesh Rubber Board, Dhaka.
5. Director General, Immigration and Passport, Dhaka.
6. Director, Bangladesh Forest Research Institute, Chittagong.
7. Private Secretary to Hon'ble Minister, Ministry of Environment and Forests, Dhaka.
8. Director, Hazrat Shahjalal (Rah.) International Airport, Dhaka.
9. Private Secretary to Secretary, Ministry of Environment and Forests, Dhaka.
10. Private Secretary to Hon'ble Deputy Minister, Ministry of Environment and Forests.
11. Ms. Maksuda Khandaker, Senior Assistant Secretary, Ministry of Environment and Forests, Dhaka.
12. Dr. Md. Mahbubur Rahman, Divisional Officer, Bangladesh Forest Research Institute, Chittagong.
13. Md. Saidur Rahman, Research Officer, Bangladesh Forest Research Institute, Chittagong.
14. Mr. Biswajit Sen Gupta, Assistant Manager (Admin), Bangladesh Forest Industries Development Corporation, Dhaka.