

Government of the People's Republic of Bangladesh
Ministry of Environment & Forests
Administration Section-1
www.moef.gov.bd

Memo: 22.00.0000.051.31.008.14-28

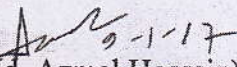
09 January 2017

Subject : Participation in the `Professional Development Program Under the Project of Strengthening Government through Capacity Development of the BCS Cadre Officials from the 5th-18th March 2017 in the University of Duke, U.S.A.

Ref: Ministry of Public Administration, Planning Cell-2, 05.00.0000.239.25.092.2016-683, Date: 08-12.2016.

With reference to the subject mentioned above, the undersigned is directed to accord the administrative approval of Mr. Abdullah Al Mohsin Chowdhury, Additional Secretary, Ministry of Environment and Forests, Dhaka to participate in the `Professional Development Program Under the Project of Strengthening Government through Capacity Development of the BCS Cadre Officials from the 5th-18th March 2017 (or from the nearest possible date) in the University of Duke, U.S.A.

02. The approval is accorded in line with the terms and conditions placed hereinafter:
- (a) While on visit they will be treated as on duty;
 - (b) He will draw their pay and allowances in local currency. No part of it should be drawn in foreign currency;
 - (c) All the expenses will be borne from the project fund;
 - (d) He will not be allowed to stay abroad more than the approved period;
 - (e) After completion of the training he will have to submit a report in the form individual Action Plan (IAP) to the Ministry of Public Administration.


(Md. Azmal Hossain)

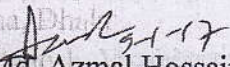
Deputy Secretary

Phone:96514133

e-mail: admin1@moef.gov.bd

Copy for kind information and necessary action to (not in line with the seniority):

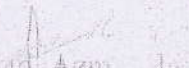
01. Cabinet Secretary, Cabinet Division, Bangladesh Secretariat, Dhaka.
02. Principal Secretary, Prime Minister's Office, Tejgaon, Dhaka.
03. Senior Secretary, Ministry of Public Administration, Bangladesh Secretariat, Dhaka.
04. Secretary, Ministry of Foreign Affairs, Segunbagicha, Dhaka.
05. H.E. Ambassador, Embassy of the People's of Bangladesh, Washington DC, U.S.A.
06. H.E. Ambassador, Embassy of the United State of America, Madani Avenue, Baridhara, Dhaka-1212.
07. Professor Roy Kelly, Duke Center for International Development, Duke University U.S.A.
08. Director General, Department of Immigration and Passport, Dhaka.
09. Mr. Abdullah Al Mohsin Chowdhury, Additional Secretary, Ministry of Environment & Forests, Dhaka.
10. Director General, Consular and Welfare Wing, Ministry of Foreign Affairs, Dhaka (With a request to issue note verbal in favor of Mr. Abdullah Al Mohsin Chowdhury, Additional Secretary, Ministry of Environment & Forests).
11. PS to Secretary, Ministry of Environment & Forests, Bangladesh Secretariat, Dhaka.
12. Accounts Officer, Ministry of Environment & Forests, Bangladesh Secretariat, Dhaka.
13. Officer in-Charge (Immigration), Hazrat Shahjalal International Airport, Dhaka.
14. Executive Director, Foreign Currency and Policy Division, Bangladesh Bank, Dhaka.
15. Director, Hazrat Shahjalal International Airport, Dhaka.


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