

Government of the People's Republic of Bangladesh
Ministry of Social Welfare
Admin-1.
www.msw.gov.bd

No. 41.00.0000.034.002.06.16-1227

Date : 23 .11. 2017

To : Chief Accounts Officer
Ministry of Social Welfare
Segunbagicha, Dhaka.

Sub: Administrative sanction for attending the ITEC training program on '10 Women & Enterprise Development (WED)-A Trainers/Promoters Programs 8' at 22 National institute of Entrepreneurship and Small Business Development, from 4 December, 2017 to 27 January, 2018

Sir

With reference to the subject above the undersigned is directed to convey the administrative sanction in favour of Mr. Most Rokeya Begum, Social Services Officer, Ministry of Social Welfare to attend the the ITEC training program on '10 Women & Enterprise Development (WED)-A Trainers/Promoters Programs 8' at 22 National institute of Entrepreneurship and Small Business Development, from 4 December, 2017 to 27 January, 2018 in India (excluding travel time) under terms and conditions cited bellow:

2. Terms and Conditions:

- a) While on visit she will be treated as on duty.
- b) She will draw her pay and allowances in local currency, no part thereof should be drawn in foreign currency.
- c) ITEC, India will bear the expenses related to round-trip flights, accommodation and food for the participants during the course in India.
- d) He will not stay abroad more than the period approved .

3. This sanction letter is issued with the approval of the competent authority.

Sincerely Yours,

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Md. Abu Masud
Deputy Secretary
Phone: 8802-9540550
Email: sasadmin1@msw.gov.bd

No. 41.00.0000.034.002.06.16-1227/1(15)

Date : 23.11.2017

Copy (for Information and necessary action) :

- 01 Senior Secretary, Ministry of Public Administration, Bangladesh Secretariat, Dhaka.
- 02 Secretary, Ministry of Foreign Affairs, Dhaka. [Attention: Director(consular) with request to issue Note Verbale in favour of the participant]
- 03 Secretary, Economic Relations Division, Ministry of Finance, Sher-e-bangla Nagar, Dhaka.
- 04 Director General, Department of Social Services, Agargaon, Dhaka.
- 05 H.E High Commissioner, High Commission of India, Gulshan-1, Dhaka.
- 06 H.E High Commissioner, Bangladesh High Commission, EP-39, Dr. S. Radhakrishnam Marg Chanakyapuri, New Delhi-110021, India.
- 07 Director General, Department of Immigration & Passport, Passport Bhaban, Agargaon, Dhaka,
- 08 Director, Hazrat Shajalal International Airport (Civil Aviation) Authority, Dhaka.
- 09 P.S.to Honorable State Minister, Ministry of Social Welfare, Dhaka
- 10 P.S. to Secretary, Ministry of Social Welfare, Dhaka.
- 11 Ms. Urmila, Attach (E&C), High Commission of India, Gulshan-1, Dhaka.
- 12 System Analyst, Ministry of Social Welfare, Dhaka (with request to display in MoSW website).
- 13 District Accounts officer, Khagrachari District, Khagrachari.
- 14 Mr. Most Rokeya Begum, Social Services Officer, Khagrachari District, Khagrachari.
- 15 Upazilla accounts officer, Khagrachari District, Khagrachari.


Md: Abu Masud
Deputy Secretary