

Government of the People's Republic of Bangladesh
Ministry of Women and Children Affairs
Training Branch
Bangladesh Secretariat, Dhaka-1000.
www.mowca.gov.bd

No: 32.00.0000.030.25.001.17-121

Date: 15 May, 2018

To: Chief Accounts Officer
Ministry of Women and Children Affairs
C.G.A Bhaban, Segunbagicha, Dhaka.

Subject: Participation in the Asian Ministerial Conference on Disaster Risk Reduction (AMCDRR) to be held on 3-6 July, 2018 in Ulaanbaatar, Mongolia.

The undersigned is directed to convey the sanction of the Government of the People's Republic of Bangladesh in favor of the following officials to participate the Asian Ministerial Conference on Disaster Risk Reduction (AMCDRR) to be held on 3-6 July, 2018 in Ulaanbaatar, Mongolia.

- a) Mr. Md. Abu Taleb, Deputy Secretary, Ministry of Women & Children Affairs, Dhaka.
- b) Ms. Shahnawas Dilruba Khan, Additional Director, Department of Women Affairs, Dhaka

2. The sanction will be subjected to the terms and conditions mentioned below:

- a) All expenses will be borne by the UN Women and other admissible expenses will be borne by the Ministry of Women & Children Affairs.
- b) The period of this programme & the time spent for travel & transit will be treated as on duty.
- c) They will draw their pay and allowances in local currency. No part of it shall be drawn in foreign currency.
- d) They will not extend their stay abroad beyond the permitted period.
- e) They will leave Dhaka for Mongolia on 2 July 2018 or a nearer date and will leave Mongolia for Dhaka on 7 July 2018 or a nearer date.
- f) They will submit a report within 07(seven) days after return.

3. This Government order is issued with the approval of the competent authority.



(Md. Ataur Rahman)
Deputy Secretary

Phone: 88-02-9540061

E-mail: dstrainingsec@gmail.com

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No: 32.00.0000.030.25.001.17-121

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

1. Senior Secretary, Ministry of Public Administration, Bangladesh Secretariat, Dhaka.
2. Secretary, Ministry of Foreign Affairs, Dhaka (With request to issue note verbal).
3. Secretary, Ministry of Women and Children Affairs, Dhaka.
4. Director General, Department of Women Affairs, Dhaka.
5. Director General, Immigration and Passport, Dhaka (**Attn.** Deputy Director, Dhaka Regional Office)
6. H.E. Ambassador of Mongolia in Bangladesh.
7. H.E. Ambassador of Bangladesh in Mongolia
8. Mr. Md. Abu Taleb, Deputy Secretary, Ministry of Women & Children Affairs, Dhaka.
9. Ms. Shahnawas Dilruba Khan, Additional Director, Department of Women Affairs, Dhaka
10. Director, Hazrat Shahjalal International Airport, Dhaka.
11. Private Secretary to the Hon'ble State Minister, Ministry of Women and Children Affairs, Dhaka.
12. Private Secretary to Secretary, Ministry of Women and Children Affairs, Dhaka.
13. Programmer, Ministry of Women and Children Affairs, Dhaka (with request to upload in the website).
14. Accounts Officer, Ministry of Women and Children Affairs, Dhaka.
15. P.O. to Joint Secretary (Dev & Plan:/Co-ord:), Ministry of Women and Children Affairs.


15.05.2018
(Md. Ataur Rahman)
Deputy Secretary