

Government of the People's Republic of Bangladesh  
Ministry of Women and Children Affairs  
Training Branch  
Bangladesh Secretariat, Dhaka-1000  
[www.mowca.gov.bd](http://www.mowca.gov.bd)

No: 32.00.0000.030.25.009.17-58

Date: 4 March, 2018

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

**Subject:** Participation in the "Harvard Kennedy School Executive Education Programme on Scaling Early Childhood Initiatives" to be held on 8/4/2018 – 13/4/2018 in Massachusetts, U.S.A.

The undersigned is directed to convey the sanction of deputation of the Government of the People's Republic of Bangladesh in favor of Ms. Laila Jesmin, Additional Secretary, Ministry of Women and Children Affairs to participate in the "Harvard Kennedy School Executive Education Programme on Scaling Early Childhood Initiatives" during 8/4/2018 – 13/4/2018 to be held at Harvard John F. Kennedy School in Cambridge, Massachusetts, U.S.A. subject to the following conditions:

- a) Accommodation, daily allowances, meals, air ticket and tuition fees during this visit will be borne by the organizing authority and other admissible expenses will be borne by the Government of Bangladesh.
  - b) The period of this programme & the time spent for travel & transit will be treated as on duty.
  - c) She will draw her pay and allowances in local currency. No part of it shall be drawn in foreign currency.
  - d) She will not extend her stay abroad beyond the permitted period.
  - e) After completion of the programme she will enjoy ex-Bangladesh leave from 14/4/2018 – 20/4/2018 which has been granted to her by the competent Authority.
  - f) She will leave Dhaka for U.S.A on 6 April, 2018 or a nearer date and will leave U.S.A for Dhaka on 20 April, 2018 or a nearer date.
2. Ms. Laila Jesmin will be accompanied by her son Muhtasim Aziz Muneem and daughter Namira Nawar during the visit. All expenses and arrangement in this regard will be borne by herself.
  3. This Government Order is issued with the approval of the competent authority.

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(Md. Aatur Rahman)  
Deputy Secretary  
Phone: 88-02-9540061  
E-mail: [dstrainingsec@gmail.com](mailto:dstrainingsec@gmail.com)  
Date: 4 March, 2018

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

1. Senior Secretary, Ministry of Public Administration, Bangladesh Secretariat, Dhaka.
2. H.E. Ambassador of USA in Bangladesh, **Embassy of the United States of America**, Madani Avenue, Baridhara, Dhaka – 1212. Fax: (880) (2) 9881677
3. H.E. Ambassador and Permanent Representative of Bangladesh to the United Nations, Permanent Mission of Bangladesh to the United Nations, 227 East, 45<sup>th</sup> Street, 14<sup>th</sup> Floor, New York, NY 10017, U.S.A
4. Ms. Laila Jesmin, Additional Secretary, Ministry of Women and Children Affairs.
5. Director General, Immigration and Passport, Dhaka (**Attn.** Deputy Director, Dhaka Regional Office)
6. Director General (consular), Ministry of Foreign Affairs, Dhaka (With request to issue note verbal).
7. Director, Hazrat Shahjalal International Airport, Dhaka.
8. Private Secretary to Secretary, Ministry of Women and Children Affairs, Dhaka.
9. Accounts Officer, Ministry of Women and Children Affairs, Dhaka.
- ✓ 10. Programmer, Ministry of Women and Children Affairs, Dhaka (With request to upload in the website).
11. Protocol Officer, Ministry of Women and Children Affairs, Dhaka.
12. P.O. to Joint Secretary (Admn./Dev & Plan./Co-ord.), Ministry of Women and Children Affairs.

*Aatur*  
*04/03/2018*  
(Md. Aatur Rahman)  
Deputy Secretary