

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

No: 32.00.0000.019.16.011.14-165

Date: 12 July 2016

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

Sub: Participation in the Asia-Pacific Regional Policy Forum on Early Childhood Care and Education: "The Transformative Power of Early Childhood: Innovations for Inclusivity and quality" to be held from 18-21 July 2016, Putrajaya, Malaysia.

The undersigned is directed to convey the sanction of the Government of the People's Republic of Bangladesh in favor of Ms. Fatema Rahim Veena, Deputy Secretary, Ministry of Women and Children Affairs to participate in the Asia-Pacific Regional Policy Forum on Early Childhood Care and Education: "The Transformative Power of Early Childhood: Innovations for Inclusivity and quality" to be held from 18-21 July 2016, Putrajaya, Malaysia.

2. The sanction will be subjected to the terms and conditions mentioned below:
 - a) Accommodation, Meal and Airticket will be borne by the UNESCO & Other 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) She will leave Dhaka for Malaysia on 17 July, 2016 or a nearer date and will leave Malaysia for Dhaka on 22 July, 2016 or a nearer date;
 - f) She will submit a report within 07(seven) days after return.
3. This Government order is issued with the approval of the competent authority.


(Mina Parveen)
Joint Secretary
Phone: 88-02-9540061

No: 32.00.0000.019.16.011.14-165

Date: 12 July 2016

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, Bangladesh (With request to issue note verbal).
3. Secretary General, Kementerian Pembangunan Wanita, Keluarga Dan Masyarakat, aras 36, No.55, Persiaran Perdana, Presint 4, 62100 Putrajaya, Malaysia.
4. H.E. High Commissioner of Malaysia in Bangladesh, House No. 19, Road No. 6, Baridhara, Dhaka
5. H.E. High Commissioner of Bangladesh in Malaysia, House no 114, Jalan U-Thant, 55000 Kuala Lumpur Malaysia.
6. Director General, Immigration and Passport, Dhaka (Attn. Deputy Director, Dhaka Regional Office).
7. Director, Hazrat Shahjalal International Airport, Dhaka.
8. Ms. Fatema Rahim Veena, Deputy Secretary, Ministry of Women and Children Affairs.
9. Private Secretary to State Minister, Ministry of Women and Children Affairs, Dhaka.
10. Private Secretary to Secretary, Ministry of Women and Children Affairs, Dhaka.
11. Accounts Officer, Ministry of Women and Children Affairs, Dhaka.
12. Programmer, Ministry of Women and Children Affairs, Dhaka (with request to upload in the website).
13. Protocol Officer, Ministry of Women and Children Affairs, Dhaka.
14. P.O. to Joint Secretary (Co-ord:/Admn/Cell/Dev/Dwa), Ministry of Women and Children Affairs.


(Mina Parveen) 12.7.16
Joint Secretary