

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

No: 32.00.0000.030.25.003.17-248

Date: 29 October 2018

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

Subject: Participation in the "Asia Women Leaders Program" to be held in Tokyo, Japan on 19-21 November 2018.

The undersigned is directed to convey the sanction of the Government of the People's Republic of Bangladesh in favor of Ms. Mahmuda Sharmeen Benu ndc, Additional Secretary, Ministry of Women and Children Affairs to participate in the "Asia Women Leaders Program" to be held on 19-21 November 2018 in Tokyo, Japan.

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

- a) ADB will cover the cost of round trip economy class airfare, hotel accommodation, subsistence allowances and lumpsum allowance. As she is entitled to travel in business class, additional travel costs of business class and other admissible allowances according to Govt. financial rules will be borne by the Ministry of Women and Children Affairs
- 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 Tokyo, Japan on 18 November, 2018 or a nearer date and will leave Tokyo, Japan for Dhaka on 22 November 2018 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.

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(Md. Aatur Rahman)

Deputy Secretary

Phone: 88-02-9540061

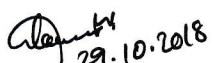
E-mail: dstrainingsec@gmail.com

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Copy forwarded for kind information and 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. Ms. Mahmuda Sharmeen Benu ndc, Additional Secretary, Ministry of Women and Children Affairs.
4. Director General, Immigration and Passport, Dhaka (Attn. Deputy Director, Dhaka Regional Office).
5. Director, Hazrat Shahjalal International Airport, Dhaka.
6. Mr. Manmohan Parkash, Country Director, BRM, Asian Development Bank, Agargaon, Dhaka.
7. Private Secretary to Hon'ble State Minister, Ministry of Women and Children Affairs, Dhaka.
8. Private Secretary to Secretary, Ministry of Women and Children Affairs, Dhaka.
9. Programmer, Ministry of Women and Children Affairs, Dhaka (with request to upload in the website).
10. Accounts Officer, Ministry of Women and Children Affairs, Dhaka.
11. Research & Monitoring Officer, Ministry of Women and Children Affairs, Dhaka.
12. Protocol Officer, Ministry of Women and Children Affairs, Dhaka.
13. P.O. to Additional Secretary (Admin/Dev & Planning/ Dev/Dwa/She), Ministry of Women and Children Affairs.
14. P.O. to Joint Secretary (Co-ord:/Admn), Ministry of Women and Children Affairs.


(Md. Aatur Rahman)
Deputy Secretary