

Government of the people's Republic of Bangladesh
Ministry of Defence
Gana Bhaban Complex
Sher-e-Bangla Nagar, Dhaka
www.mod.gov.bd

No 23.00.0000.040.25.238.12.34

Date: 13 February 2017

To: Chief Accounts Officer
Ministry of Defence
HBFC Bhaban
22, Purana Paltan, Dhaka

Sir,

I am directed to convey the sanction of deputation in favour of Md. Abdul Mannan, Meteorologist, Bangladesh Meteorological Department to attend the Seminar on 'Current research on atmospheric phenomena and climate associated with disasters in South Asia' and International Workshop on 'Climate Variability and related studies over North East Indian subcontinent'. The seminar and workshop will be held in Japan from 20-22 February, 2017 (excluding travelling/transit period).

2. The terms and conditions of sanction are as follows:
 - a. The period of tour including transit will be treated as on duty.
 - b. He will draw his pay and allowances in local currency.
 - c. He will submit a report within 15 days after his return.
 - d. Overstay will not be permitted; and
 - e. All expenses in this connection including round trip air passage will be borne by Tokoha University.
3. This order is issued with the approval of the competent authority.

your sincerely

Sd/-
13/02/2017
Nasim Banu
Deputy Secretary
Phone: +880 29141571
E-mail: d4@mod.gov.bd

No 23.00.0000.040.25.238.12.34/1(10)

Date: 13 February 2017

Copy forwarded for kind information & necessary action to (not according to seniority):

1. H.E Ambassador, Embassy of Japan, Plot # 5 & 7, Dutabash Road, Baridhara, Dhaka.
2. Secretary, Ministry of Foreign affairs, Dhaka (With a request to issue a note verbale)
3. Director general, Immigration and Passports, Agargaon, Dhaka.
4. Director, Hazarat Shah Jalal (R) International Airport, Dhaka.
5. General manager, Foreign Exchange Policy Department, Bangladesh Bank, Dhaka.
6. Director (Current Charge), Bangladesh Meteorological Department, Dhaka.
7. Md. Abdul Mannan, Meteorologist, Bangladesh Meteorological Department, Dhaka.
8. Private Secretary to the Secretary, Ministry of Defence, Dhaka.
- ✓ 9. System Analyst, Ministry of Defence, Dhaka (With a request for polished in website)
10. Personal Officer to the Additional Secretary, Ministry of Defence, Dhaka.


Nasim Banu
Deputy Secretary