

(To be substituted by the same number and date)  
Government of the People's Republic of Bangladesh  
Ministry of Public Administration  
Foreign Training Branch  
[www.mopa.gov.bd](http://www.mopa.gov.bd)

No. 05.00.0000.202.00.028.17-90

Date : 20/11/2017

To : Chief Accounts Officer  
Ministry of Public Administration  
22, Purana Paltan, Dhaka.

The undersigned is directed to convey the Government's approval to the following officers for participating in the exposure visit to be held at Universiti Putra Malaysia (UPM), Malaysia from 17/12/2017 to 26/12/2017 or nearer date as part of overseas exposure visit of 100<sup>th</sup> & 101<sup>st</sup> Law and Administration Course (LAC) held at Bangladesh Civil Service Administration Academy under the terms and conditions described in para-02:

**Course Management**

Sl. No	ID No.	Name	Designation	Place of Posting
1.	4723	Mr. Md. Nizam Uddin	Additional Secretary	Ministry of Public Administration
2.	4632	Mr. Paritosh Chandra Das	Member Directing Staff (Additional Secretary)	BCS Administration Academy, Dhaka
3.	5649	Dr. Abdul Hamid	Joint Secretary	Ministry of Public Administration

**Participants**


Sl. No	ID No.	Name	Designation	Place of Posting
1.	17396	Mr. Mohammad Shfiqul Islam	Assistant Commissioner (Land)	Santhia, Pabna
2.	17480	Mr. Sukhamoy Sarker	Assistant Commissioner (Land)	Tangail Sadar, Tangail
3.	17388	Kazi Md. Mohsin Uzzal	Assistant Commissioner (Land)	Chagalnaiya, Feni
4.	17346	Mr. Md. Ismail Hossain	Assistant Commissioner (Land)	Laksham, Comilla
5.	17344	Mr. Muhammad Musabbirul Islam	Assistant Commissioner (Land)	Kumarkhali, Kushtia
6.	17492	Mr. Md. Rezual Karim	Assistant Commissioner (Land)	Amtali, Barguna.
7.	17348	Ms. Nahid Tamanna	Assistant Commissioner (Land)	Nilphamari Sadar, Nilphamari.
8.	17349	Mr. Pankaj Chandra Debnath	Assistant Commissioner (Land)	Zajira, Shariatpur
9.	17361	Ms. Chaiti Sarbabidya	Assistant Commissioner (Land)	Daganbhuiyan, Feni
10.	17468	Ms. Chhanda Paul	Assistant Commissioner	Office of the Deputy Commissioner, Rangpur
11.	17371	Mr. Md. Forkan Elahi Anupam	Assistant Commissioner (Land)	Boalkhali, Chittagong
12.	17555	Khondakar Md. Ikhktiar Uddin Arafat	Assistant Commissioner (Land)	Chakoria, Cox's Bazar
13.	17589	Mr. A H Irfan Uddin Ahmed	Assistant Commissioner (Land)	Bagerhat Sadar, Bagerhat
14.	17534	Mr. Jepy Dewan	Assistant Commissioner (Land)	Nabinagar, Brahmanbaria
15.	17369	Ms. Farjana Alam	Assistant Project Director (Assistant Commissioner)	Support to Capacity Building of BEZA Project, BEZA, Prime Minister's Office
16.	17456	Ms. Aysha Zannath Tahera	Assistant Commissioner (Land)	Shakhipur, Tangail
17.	17478	Ms. Sabrina Afrin Mustafa	Assistant Commissioner (Land)	Bakalia Circle, Chittagong
18.	17379	Mr. Md. Azgor Hossain	Assistant Commissioner (Land)	Mirzapur, Tangail
19.	17490	Mr. Sujan Sarker	Assistant Commissioner (Land)	Placed under Ministry of Land
20.	17373	Mr. Md. Majharul Islam	Assistant Commissioner (Land)	Ashulia Rev Circle, Dhaka

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**2. Terms & Conditions:**

- a) They will start their journey for Malaysia on a convenient date near to December 17, 2017;
- b) The period of this training and the time spent for travel and transit will be treated as on duty;
- c) They will draw their pay and allowances in local currency;
- d) Under the head of training budget, the Ministry of Public Administration will bear all expenses of the said training;
- e) They will not be allowed to stay abroad more than the approved period;
- f) They will have to submit a report on the visit to the Foreign Training Branch of the Ministry of Public Administration within five days after their return from the programme.

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

  
Dr. Abdul Hamid  
Joint Secretary  
Phone: +880-2-9574426  
[sasft.mopa@gmail.com](mailto:sasft.mopa@gmail.com)

No. 05.00.0000.202.00.028.17-90/1(100)

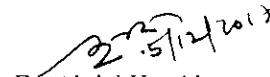
Date : 20/11/2017

**Copy for Kind Information and Necessary Action: (not according to seniority)**

1. Cabinet Secretary, Cabinet Division, Dhaka.
2. Principal Secretary, Prime Minister's Office, Dhaka.
3. Senior Secretary,.....Ministry/Division.
4. Secretary,.....Ministry/Division
5. Rector, Bangladesh Civil Service Administration Academy, Shahbag, Dhaka.
6. Director General, Immigration and Passport, Dhaka.
7. H.E. the High Commissioner, the High Commission of Malaysia in Bangladesh, House No. 19, Road No. 6, Baridhara, Dhaka.
8. H.E. the High Commissioner, High Commission of the People's Republic of Bangladesh, Kuala Lumpur, Block-I, Lorong Damai-7, Jalan Damai, 55000 Kuala Lumpur, Malaysia.
9. Divisional Commissioner, .....
10. Director General (Consular), Ministry of Foreign Affairs, Dhaka.
11. Deputy Commissioner, .....
12. Director, Hazrat Shahjalal International Airport, Dhaka.
13. Upazila Nirbahi Officer, .....
14. Accounts officer, Ministry of Public Administration.
15. Mr/Ms.....

**Copy for Kind information:**

1. Additional Secretary/Additional Secretary (CPT/APD), Ministry of Public Administration.
2. Joint Secretary (Training/PACC/Budget & Audit), Ministry of Public Administration.
3. PS to Hon'ble Minister, Ministry of Public Administration.
4. PS to Hon'ble Minister of State, Ministry of Public Administration.
5. PS to Senior Secretary, Ministry of Public Administration.
6. Senior Systems Analyst, PACC, Ministry of Public Administration.

  
Dr. Abdul Hamid  
Joint Secretary

নম্বর : ০৫.০০.০০০০.২০২.০০.০২৮.১৭-৬০৬

তারিখ : ২১ অগ্রহায়ণ ১৪২৪ ব.  
০৫ ডিসেম্বর ২০১৭ খ্রি.

**বিষয়: Universiti Putra Malaysia (UPM), মালয়েশিয়ায় অনুষ্ঠিত ১০০ ও ১০১তম আইন ও প্রশাসন কোর্সের বৈদেশিক এক্সপোজার ডিজিট অংশগ্রহণকারী কর্মকর্তাদের ত্রিফিং।**

উপর্যুক্ত বিষয়ের আলোকে জানানো যাচ্ছে যে, বিসিএস প্রশাসন একাডেমিতে অনুষ্ঠিত ১০০ ও ১০১তম এফটিসি কোর্সের বৈদেশিক এক্সপোজার ডিজিট আগামী ১৭/১২/২০১৭ হতে ২৬/১২/২০১৭ তারিখ মেয়াদে Universiti Putra Malaysia (UPM), মালয়েশিয়ায় অনুষ্ঠিত হবে। উক্ত ডিজিটে অংশগ্রহণকারী কর্মকর্তাদের জন্য একটি ত্রিফিং সেশন আগামী ১৩/১২/২০১৭ তারিখ বুধবার বেলা ০২:০০ টায় জনপ্রশাসন মন্ত্রণালয়ের সম্মেলন কক্ষ (ভবন নম্বর-০২, ৪র্থ তলা) বাংলাদেশ সচিবালয়, ঢাকায় অনুষ্ঠিত হবে। এ ত্রিফিং সেশনে জনপ্রশাসন মন্ত্রণালয়ের উর্ধ্বতন কর্মকর্তাসহ নিম্নোক্ত কর্মকর্তাগণ উপস্থিত থাকবেন:

**Course Management**

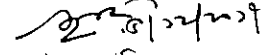
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চলমান পৃষ্ঠা-০২

২। উক্ত রিফিং সেশনে উপরে বর্ণিত কর্মকর্তাগণকে যথাসময়ে উপস্থিত থাকার জন্য নির্দেশক্রমে অনুরোধ করা হলো।



ড. আবদুল হামিদ

যুগ্মসচিব

ফোন : ৯৫৭৪৪২৬

[sasft.mopa@gmail.com](mailto:sasft.mopa@gmail.com)

**বিতরণ :**

জনাব/বেগম, .....  
.....।

**অনুলিপি- সদয় অবগতির জন্য :**

- ১। অতিরিক্ত সচিব/অতিরিক্ত সচিব (সিপিটি/প্রশাসন), জনপ্রশাসন মন্ত্রণালয়।
- ২। যুগ্মসচিব (প্রশিক্ষণ), জনপ্রশাসন মন্ত্রণালয়।
- ৩। উপসচিব, নিরাপত্তা-২ অধিশাখা, জননিরাপত্তা বিভাগ, স্বরাষ্ট্র মন্ত্রণালয় (তালিকায় উল্লিখিত কর্মকর্তাগণকে সচিবালয়ে প্রবেশানুমতির অনুরোধসহ)।
- ৪। উপসচিব, প্রশাসন-৪ অধিশাখা, জনপ্রশাসন মন্ত্রণালয় (২৭ জনের আপ্যায়নের ব্যবস্থা গ্রহণের অনুরোধসহ)।
- ৫। সিনিয়র সচিব মহোদয়ের একান্ত সচিব, জনপ্রশাসন মন্ত্রণালয় (সিনিয়র সচিব মহোদয়ের সদয় অবগতির জন্য)।