

গণপ্রজাতন্ত্রী বাংলাদেশ সরকার  
জনপ্রশাসন মন্ত্রণালয়  
বিদেশ প্রশিক্ষণ অধিশাখা  
[www.mopa.gov.bd](http://www.mopa.gov.bd)

নম্বর : ০৫.০০.০০০০.২০২.০০.০২৮.১৭-১২৩

তারিখ : ২৬.০২.২০১৮ খ্রি.

**বিষয় : National Academy of Public Administration (NAPA), Vietnam-তে অনুষ্ঠিত  
৮৫তম এসএসসি প্রশিক্ষণ কোর্সের বৈদেশিক এক্সপোজার ডিজিটে অংশগ্রহণকারী কর্মকর্তাদের ব্রিফিং।**

উপর্যুক্ত বিষয়ের আলোকে জানানো যাচ্ছে যে, আগামী ০৪.০৩.২০১৮ থেকে ১৩.০২.২০১৮ তারিখ মেয়াদে ভিয়েতনামের National Academy of Public Administration (NAPA)-তে ৮৫তম এসএসসি কোর্সের বৈদেশিক এক্সপোজার ডিজিট অনুষ্ঠিত হবে। উক্ত এক্সপোজার ডিজিটে অংশগ্রহণকারী কর্মকর্তাদের জন্য এক ব্রিফিং সেশন আগামী ২৮.০২.২০১৮ তারিখ বুধবার বেলা ০৩:০০ টায় জনপ্রশাসন মন্ত্রণালয়ের সম্মেলন কক্ষ (ভবন নম্বর-০২, ৪র্থ তলা) বাংলাদেশ সচিবালয়, ঢাকায় অনুষ্ঠিত হবে। এ ব্রিফিং সেশনে জনপ্রশাসন মন্ত্রণালয়ের উর্ধ্বতন কর্মকর্তাসহ নিয়োক্ত কর্মকর্তাগণ উপস্থিত থাকবেন:

**Course Management**

Sl. No	ID No.	Name	Designation	Place of Posting
1.	5212	Dr. Mohd. Shahadt Hossain Mahmud	Member Directing Staff (Additional Secretary)	BPATC, Savar, Dhaka
2.	6788	Ms. Baby Rani Karmaker	Deputy Secretary	Ministry of Public Administration
3.	15730	Ms. Kawshar Jahan	Deputy Secretary	Attached to Ministry of Public Administration
4.		Mr. Mohammad Tajib Uddin	Deputy Director	BPATC, Savar, Dhaka

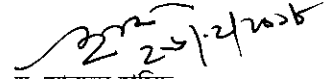
**Participants**

Sl. No	ID No.	Name	Designation	Place of Posting
1.	5366	Mr. Abu Syed Muhammed Noman	Director (Joint Secretary)	Food Safety Authority
2.	5685	Mr. Md. Jahangir Alam	OSD (Joint Secretary)	Attached to ICT Division
3.	5627	Mr. Md. Motiur Rahman	Director, Local Government (Joint Secretary)	Office of the Divisional Commissioner, Sylhet
4.	5656	Sk. Rafiqul Islam	Additional Director General (Joint Secretary)	BMET
5.	7566	Mr. Md. Badiar Rahman	Senior Curator (Joint Secretary)	National Museum of Science & Technology
6.	7567	Sheikh Reaz Ahmed	Director (Joint Secretary)	SREDA
7.	5335	Mr. Md. Nurul Alam	Additional Divisional Commissioner (Joint Secretary)	Office of the Divisional Commissioner, Barisal
8.	5431	Mr. Md Khalilur Rahman	Joint Secretary	Attached to Health Service Division
9.	5727	Mr. Md. Kamrul Hasan	Joint Secretary	Attached to Ministry of Housing and Public Works
10.	7498	Mr. Mohammed Mainuddin Chowdhury	Joint Secretary	Attached to Health Service Division
11.	6057	Mr. Farooq Ahmed	Director (Joint Secretary)	Insurance Development and Regulatory Authority
12.	5610	Mr. Md. Mominur Rahman	Director (Joint Secretary)	Jatiyo Protibondhi Unnayan Foundation
13.	5740	Mr. Md. Tazul Islam	Additional Director General (Joint Secretary)	BMET
14.	5743	Mr. Shabbir Hossain	Joint Secretary	Attached to Health Education and Family Welfare Division
15.	5791	Mr. Habibur Rahman	Additional Director (Joint Secretary)	Bridges Division
16.	5608	Mr. Md. Nuruzzaman Sharif, ndc	Director (Joint Secretary)	Department of Narcotics Control

চলমান পৃষ্ঠা-০২

17.	7610	Sheikh Mohammad Billal Hossain	Joint Secretary	Local Government Division
18.	4843	Dr. Md. Ferdous Hossain	Executive Director (Joint Secretary)	Finance Division
19.	5845	Ms. Nasrin Sultana	Joint Secretary	Attached to Finance Division
20.	5826	Mr. Habibur Rahman	Joint Secretary	Local Government Division
21.	5687	Dr. Md. Abdul Mannan	Director (Joint Secretary)	Access to Information (a2i) Programme, Prime Minister's Office
22.	5897	Mr. M. D. Abdus Salam	Director, Local Government (Joint Secretary)	Office of the Divisional Commissioner, Barisal
23.	6003	Mr. Ashrafuzzaman	Secretary (Joint Secretary)	Trading Corporation of Bangladesh
24.	6047	Mr. M Idris Siddiqui	Director, Local Government (Joint Secretary)	Office of the Divisional Commissioner, Dhaka
25.	517/BN	Captain S I M Zahanyar, (E), psc	Principal	Navy Anchorage School & College, Chittagong
26.	4134	Mst. Shahan Ara Banu, ndc	Additional Secretary	Cabinet Division
27.	5552	Ms. Mahmuda Khatun	Joint Secretary	Finance Division

২। উক্ত ব্রিফিং সেশনে মনোনীত কর্মকর্তাগণকে যথাসময়ে উপস্থিত থাকার জন্য নির্দেশক্রমে অনুরোধ করা হলো।

  
ড. আবদুল হামিদ  
যুগ্মসচিব  
ফোন: ৯৫৭৪৪২৬  
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 (৩৮ জনের আপ্যায়নের ব্যবস্থা গ্রহণের অনুরোধসহ)।
- ৫। সিনিয়র সচিব মহোদয়ের একান্ত সচিব, জনপ্রশাসন মন্ত্রণালয় (সিনিয়র সচিব মহোদয়ের সদয় অবগতির জন্য)।

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.05.00.0000.202.00.028.17-17

Date : 25.02.2018

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 the National Academy of Public Administration (NAPA), Vietnam from 04.03.2018 to 13.03.2018 or a nearer date as part of overseas exposure visit of 85<sup>th</sup> Senior Staff Course of BPATC under the terms and conditions described in para-02:

**Course Management**

Sl. No	ID No.	Name	Designation	Place of Posting
1.	5212	Dr. Mohd. Shahadt Hossain Mahmud	Member Directing Staff (Additional Secretary)	BPATC, Savar, Dhaka
2.	6788	Ms. Baby Rani Karmaker	Deputy Secretary	Ministry of Public Administration
3.	15730	Ms. Kawshar Jahan	OSD (Deputy Secretary)	Attached to Ministry of Public Administration
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11.	6057	Mr. Farooq Ahmed	Director (Joint Secretary)	Insurance Development and Regulatory Authority
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16.	5608	Mr. Md. Nuruzzaman Sharif, ndc	Director (Joint Secretary)	Department of Narcotics Control
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18.	4843	Dr. Md. Ferdous Hossain	Executive Director (Joint Secretary)	Finance Division
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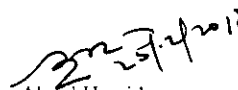
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21.	5687	Dr. Md. Abdul Mannan	Director (Joint Secretary)	Access to Information (a2i) Programme, Prime Minister's Office
22.	5897	Mr. M. D. Abdus Salam	Director, Local Government (Joint Secretary)	Office of the Divisional Commissioner, Barisal
23.	6003	Mr. Ashrafuzzaman	Secretary (Joint Secretary)	Trading Corporation of Bangladesh
24.	6047	Mr. M Idris Siddiqui	Director, Local Government (Joint Secretary)	Office of the Divisional Commissioner, Dhaka
25.	517/ BN	Captain S I M Zahanyar, (E), psc	Principal	Navy Anchorage School & College, Chittagong
26.	4134	Mst. Shahan Ara Banu, ndc	Additional Secretary	Cabinet Division
27.	5552	Ms. Mahmuda Khatun	Joint Secretary	Finance Division

02. Terms & Conditions:

- They will start their journey for Vietnam on a convenient date near to March 04, 2018;
- The period of this visit and the time spent for travel and transit will be treated as on duty;
- They will draw their pay and allowances in local currency;
- Under the head of training budget, the Ministry of Public Administration will bear all expenses of the said visit;
- They will not be allowed to stay abroad more than the approved period;
- They will have to submit a report on the Exposure Visit to the Foreign Training Branch of the Ministry of Public Administration within five days after their return from the visit.

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

  
Dr. Abdul Hamid  
Joint Secretary  
Phone: +880-2-9574426  
sasft.mopa@gmail.com

No.05.00.0000.202.00.028.17-17/1(100)

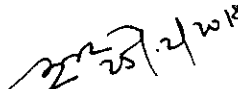
Date: 25.02.2018

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

- Cabinet Secretary, Cabinet Division, Dhaka.
- Principal Secretary, Prime Minister's Office, Dhaka.
- Senior Secretary,.....Ministry/Division.
- Secretary,.....Ministry/Division
- Recto, BPATC, Savar, Dhaka.
- H.E. The Ambassador, Embassy of the Socialist Republic of Vietnam in Bangladesh, 14 CWS (B), Road 33/24, Gulshan, Dhaka 1212.
- H.E. The Ambassador, Bangladesh Embassy in Vietnam, Daeha Business Center, 360 Kim Ma Street, Hanoi, Vietnam.
- President, National Academy of Public Administration (NAPA), Hanoi, Vietnam.
- Director General, Training Directorate, Armed Forces Division, Dhaka Cantonment, Dhaka.
- Director General, Immigration and Passport, Dhaka.
- Chief Security Officer, Hazrat Shahjalal International Airport, Dhaka (With request to allow above-mentioned officers to use VIP Lounge of Hazrat Shahjalal International Airport during their travel as per entitlement)
- Director General (Consular), Ministry of Foreign Affairs, Dhaka.
- Director, Hazrat Shahjalal International Airport, Dhaka.
- Accounts officer, Ministry of Public Administration.
- Mr/Ms.....

**Copy for Kind information:**

- Additional Secretary/Additional Secretary (CPT/APD/Adminstration), Ministry of Public Administration.
- Joint Secretary (Training/PACC/Budget & Audit), Ministry of Public Administration.
- PS to Hon'ble Minister, Ministry of Public Administration.
- PS to Hon'ble Minister of State, Ministry of Public Administration.
- PS to Senior Secretary, Ministry of Public Administration.
- Senior Systems Analyst, PACC, Ministry of Public Administration.

  
Dr. Abdul Hamid  
Joint Secretary