

**Substituted by the same number and date**  
Government of the People's Republic of Bangladesh  
Ministry of Finance  
Economic Relations Division  
Administration-1  
Sher-e-Bangla Nagar, Dhaka  
[www.erd.gov.bd](http://www.erd.gov.bd)

No. 09.00.0000.072.25.008.17- 769

Date: 04.10.2017

From : Afrina Islam  
Senior Assistant Secretary

To : Chief Accounts Officer  
Economic Relations Division, Dhaka.

The undersigned is directed to convey the sanction of the Government of the People's Republic of Bangladesh in favour of the following delegation to attend the "Fifth session of the Committee on Disaster Risk Reduction" during 09-12 October, 2017 to be held in Bangkok, Thailand under the following terms and conditions:

1.	Ms. Shamima Haque Additional Secretary, Ministry of Disaster Management and Relief	Head of the Delegation
2.	Mr. Kabir Ahmed Economic Counsellor, Embassy of the People's Republic of Bangladesh in Bangkok, Thailand	Member
3.	Ms. Rokeya Khaton, Deputy Secretary, Economic Relations Division (ERD)	Member

**2. Terms and Conditions:**

- a. The period of session including transit will be treated as on duty;
  - b. They will draw their usual pay and allowances from Bangladesh in local currency;
  - c. All expenses of them (serial no. 1 & 3) regarding this visit will be borne from their respective Division/Organization as per existing rules and practices;
  - d. Mr. Kabir Ahmed, Economic Counsellor, Embassy of the People's Republic of Bangladesh in Bangkok, Thailand will join the meeting from Thailand. Therefore, this will not involve any additional expenses from the Bangladesh Government exchequer;
  - e. They (serial no. 1&3) will leave Dhaka for Bangkok on 08 October 2017 or nearest possible date and will leave Bangkok for Dhaka on 13 October 2017 or nearest possible date;
  - f. They will have to submit a report to concerned authority within 15 days after their return from abroad;
  - g. They will not be allowed to stay abroad more than the approved period.
3. This order is issued with the approval of the competent authority.



(Afrina Islam)  
Senior Assistant Secretary  
Phone: 9119683  
e-rmail: sas-adminl@erd.gov.bd

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Copy forwarded for kind information and necessary action (Not in order of seniority):

1. Cabinet Secretary, Cabinet Division/Principal Secretary, Prime Minister's Office, Dhaka.
2. Senior Secretary, Ministry of Public Administration, Bangladesh Secretariat, Dhaka.
3. Secretary, Security Services Division, Ministry of Home Affairs/Ministry of Disaster Management and Relief, Bangladesh Secretariat, Dhaka.

**Please Turn Over**

