

ইআরডি সিনিয়র সচিবের দপ্তর		
উই-১ (জাপান ও আমেরিকা)		<input type="checkbox"/> পরীক্ষণে উপস্থাপন করুন
উই-২ (বিশ্বব্যাংক)		<input type="checkbox"/> প্রয়োজনীয় ব্যবস্থা নিন
উই-৩ (প্রশাসন ও ব্যবস্থাসূচক)		<input type="checkbox"/> জরুরি সীমারে ব্যবস্থা নিন
উই-৪ (জল)		<input type="checkbox"/> বর্তমান অবস্থা পরীক্ষা করুন
উই-৫ (একিবি)		<input type="checkbox"/> আলোচনা করুন
উই-৬ (সমন্বয় ও মনোবিক)		
উই-৭ (ইউরোপ)		
উই-৮ (এশিয়া ও বৃষ্টি)		
উই-৯ (আফ্রিকা)		
১৯৭১-৮০ (কোম্পানিগত ইনোভেশনসেস)		
পিস	পিস	সাক্ষর
১৯/৮/৭১		

সি. সচিব স্বাক্ষর

অফিস নং	287
তারিখ	13 APR 2016
সচিব	
অতিরিক্ত সচিব	
অতিরিক্ত সচিব (প্রশাসন)	
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অতিরিক্ত সচিব (প্রশাসন)	

অতিরিক্ত সচিব (প্রশাসন) এর দপ্তর	জনপ্রজাতন্ত্রী বাংলাদেশ সরকার
ডায়েরী নং	অর্থ মন্ত্রণালয়
তারিখঃ	অর্থনৈতিক সম্পর্ক বিভাগ
মুখ্য-সচিব (প্রশাসন)	ইইপি-২ শাখা
মুখ্য-সচিব (পি.এস.সি)	শেরেবাংলা নগর, ঢাকা
উপ-সচিব (সিপি)	www.epi.gov.bd
সিনিয়র সিস্টেমস এনালিস্ট	
ব্যক্তিগত কর্মকর্তা	

নং-০৯.১৩২.০২৫.০৩.০০.০৫৬.২০১৪-৪৫৮

তারিখঃ ১০ এপ্রিল ২০১৬

বিষয়ঃ Request for Secondment of Bangladesh Faculty to CPSC.

সূত্রঃ সিপিএসসি'র স্মারক নং-SC2016/246/ODG-HR; Date: March 30, 2016.

উপর্যুক্ত বিষয়ে সূত্রস্থ স্মারকের পরিপ্রেক্ষিতে জানানো যাচ্ছে যে, কলম্বো প্ল্যান স্টাফ কলেজ (সিপিএসসি) আগামী ৩ বছরের জন্য এক (১) জন “Seconded Faculty Consultant” নিয়োগ প্রদান করবে এবং এ উদ্দেশ্যে সদস্য দেশসমূহ হতে মনোনয়ন আহ্বান করা হয়েছে। সিপিএসসি-হতে প্রাপ্ত এ সংক্রান্ত পত্র এতদসঙ্গে প্রেরণ করা হলো।

২। এমতাবস্থায়, সূত্রস্থ পত্রের মর্মানুযায়ী উক্ত পদে নিয়োগের জন্য নিয়োগ বিজ্ঞপ্তিটি ওয়েবসাইটে প্রকাশসহ প্রচলিত মাধ্যমে ব্যাপক প্রচারের উদ্যোগ গ্রহণপূর্বক একজন উপযুক্ত প্রার্থীর মনোনয়ন (পত্রে বর্ণিত যাবতীয় তথ্যসহ) আগামী ১ জুন ২০১৬ তারিখের মধ্যে এ বিভাগে প্রেরণের প্রয়োজনীয় ব্যবস্থা গ্রহণের জন্য নির্দেশক্রমে অনুরোধ করা হলো।

সংযুক্তিঃ বর্ণনামতে ৩ পাতা।

৪৫৮
DS (Lien)

২০.৪.১৬

(জামাউল ফেরদৌস)

সিনিয়র সহকারী সচিব

ফোনঃ ৯১৪৫৪৫১

ই-মেইল: ferdous09@yahoo.com

সিনিয়র সচিব

জনপ্রশাসন মন্ত্রণালয়

বাংলাদেশ সচিবালয়, ঢাকা।

জনপ্রশাসন মন্ত্রণালয়
এ পি ডি অনু বিজ্ঞান
বৈদেশিক নিয়োগ শাখা
ডায়েরী নং-২.১৫.....
তারিখঃ-২৫/৩.৪.১৬.



Inter-Governmental International Organization
COLOMBO PLAN STAFF COLLEGE
for Human Resources Development in Asia and the Pacific Region
Bldg. C., DepEd Complex, Meralco Ave., 1600 Pasig City, Philippines
Phone: (+63-2) 631-0991, 631-0993 to 95 Fax: (+63-2) 633-8425
E-mail: cpsc@cpsctech.org Website: www.cpsctech.org



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SC2016/246/ODG-HR

March 30, 2016

Mr. Muhammad Alkama Siddiqui

Joint Secretary

Expternal Economic Policy (EEP)-3 Section, Economic Relations Division

Ministry of Finance

Block No. 15, Rm. No. 12, Sher-e-Bangla Nagar, Dhaka 1207, Bangladesh

Fax No: (8802) 8113088

Email: alkamasiddiqui@yahoo.com

Subject: Request for Secondment of Bangladesh Faculty to CPSC

Dear Mr. Muhammad Alkama Siddiqui,

CPSC is inviting all participating governments to second qualified Academic Professionals to take up the post of Seconded Faculty Consultant to CPSC, Manila, as part of our continuous strengthening of academic programs and services for the member countries. The Seconded Faculty will contribute in implementing CPSC's programs, projects and activities for CPSC member countries for a maximum of three years, on government deputation basis.

To greatly assist in CPSC's mission and to participate in the building of capacity in technical and vocational education and training areas, candidate must have Doctorate degree, with experience in related areas in the field of technical and vocational education and training, has occupied a faculty position in Universities, Technical and Engineering Colleges, Institutes of Excellence/Polytechnics, who also possess multidisciplinary competence/expertise in any of the following areas in the context of TVET: Curriculum Development, Information and Communication Technology (ICT), Teacher Training; Emerging technology; Technopreneurship; Educational technology; Management and training, Quality Assurance / Quality Management in TVET, and Skills for the informal sector and the disadvantaged.

Essential qualifications include (1) holding Ph.D. degree in technical education / engineering education / technology education with at least 10 years of teaching experience, and below 50 years old, (2) proficiency in the use of English language (written and spoken), (3) demonstrated ability to design and develop instructional course materials, academic papers and coordinate programs, conduct research and development with minimum supervision, (4) demonstrated effectiveness in teaching (i.e., Training of Trainers) and (5) demonstrated ability to work in a multicultural environment.

Appointment as Seconded Faculty to CPSC is governed by the rules of the parent institution and the seconding government and the terms and conditions of service of CPSC (copy attached).

We shall be glad to receive information on selected candidate and formal intimation by the government to second eligible candidate to CPSC, Manila. Application form may be downloaded from <http://www.cpsctech.org/announcement-seconded-faculty-consultants>

Thank you for your cooperation in further facilitating this matter.

Sincerely yours,

Prof. Dr. G. Kulanthavel

Acting Director General

cc: Embassy of Bangladesh in Manila

**TERMS AND CONDITIONS OF SERVICE OF SECONDED
FACULTY CONSULTANTS**

A. Introduction

A seconded faculty consultant is considered as a CPSC staff member. As such, his appointment is governed by the Norms and Terms and Conditions of Service of CPSC faculty members, especially in matters concerned with the non-financial terms of appointment, conduct and discipline, disciplinary measures, etc. The seconded faculty consultant shall normally follow the leave rules of the seconding government, with the approval of the Staff College Director. The latter's approval is necessary to ensure the smooth operations of the Staff College according to its needs and prevailing conditions.

A.1 Status of Seconded Faculty Consultants

- a. A seconded faculty consultant assigned to the Staff College is entitled to the privileges and immunities indicated in the Memorandum of Agreement between the Government of the Republic of the Philippines and the Staff College.
- b. The Staff College shall make representations with the appropriate Philippine authority for the issuance of visas for the seconded faculty consultant and members of his family.

A.2 Financial Arrangements

Financial arrangements (salaries, allowances, compensation, etc) are made between the concerned agencies of the seconding government and the seconded faculty consultant himself.

A.3 Assistance from the Colombo Plan Staff College

- a. Once the seconded faculty consultant arrives in the Philippines, the Staff College shall be responsible for coordinating with the appropriate Philippine authorities concerning diplomatic and other arrangements to ensure that he receives full benefits from the immunities and privileges he is entitled to.
- b. The Staff College shall provide seconded faculty consultants with all the support needed to facilitate their work in the Staff College.

**B. Systems and Procedures Governing the Administration of Faculty
Secondment Programmes**

1. The seconding government shall propose the name(s) of qualified candidate(s) to the Staff College for consideration and concurrence or approval, as the case may be.
2. The Staff College shall confirm with the seconding government the college's acceptance of the person nominated as a seconded faculty consultant.
3. The seconding government shall notify the selected individual about his acceptance and inform the Staff College of his notification.
4. Internal arrangements between the concerned government agency and the selected person about financial matters, leave arrangements from the home institution (if required), etc shall be made before the selected individual departs to take up his post at the Staff College.
5. The Staff College shall issue a letter of acceptance to the selected individual specifying the terms and conditions that shall apply based on the rules and regulations of the Staff College with a copy to the embassy concerned in Manila for reference and record.
6. The selected individual shall confirm in writing his acceptance of his secondment to the Staff College with a copy sent to his embassy in Manila for reference and record.

Web Announcement for Seconded Faculty Consultants

ANNOUNCEMENT FOR SECONDED FACULTY CONSULTANTS

The Colombo Plan Staff College for Technician Education (CPSC) seeks to invite CPSC member countries to nominate Seconded Faculty Consultants, for an initial period of one year. The term may be extended (usually one year at a time) subject to satisfactory evaluation by the Staff College and upon mutual consent of the Seconded Faculty and the seconding government.

CPSC is an inter-governmental human resources development organization mandated to assist in the improvement of technical and vocational education and training (TVET) systems of its member countries in Asia and the Pacific region through training, research, consultancy and information service. The active member countries of CPSC are: Afghanistan, Bangladesh, Bhutan, Fiji, India, Malaysia, Maldives, Mongolia, Union of Myanmar, Nepal, Islamic Republic of Pakistan, Papua New Guinea, the Philippines, Singapore, Sri Lanka and Thailand.

Candidates must be a citizen of any of the CPSC member countries, male or female, with at least 10 years of experience as Faculty in related areas in the field of technical and vocational education and training (TVET), has occupied a faculty position in Universities/Technical and Engineering Colleges/Institutes of Excellence/Polytechnics, preferably experienced in the following: curriculum development, Information and Communication Technology, teacher training, qualification framework, technopreneurship, education for sustainable development, emerging technology, educational management and training, and skills for the informal sector and the disadvantaged. He/she must be able to contribute to the design, development and coordination of regional, in-country, and customized training programs and conduct other projects and activities as may be assigned.

The nominee must have a Doctoral degree in technical education / engineering education / technology education or in any related field of study, must be fluent in oral and written English, not more than 50 years old, with the ability to work in a multi-cultural environment and demonstrates fitness to travel to various countries.

Financial arrangements such as salaries and/or allowances and other related compensation, leave arrangements, etc., are made between the concerned agencies/ministries or institution of the seconding government and the seconded faculty himself/herself. Other details of the appointment are provided in the Terms and Conditions of Service of Seconded Faculty Consultants as attached.

CPSC member countries are invited to send the name(s) of selected candidate(s) to CPSC and may refer the candidate to submit application using the prescribed form (downloadable from CPSC website: <http://www.cpsctech.org>) with complete curriculum vitae, summary of professional portfolio and published books and papers, transcript of records and certificates of academic degrees and certificates of employments to:

The Director General (Re: Seconded Faculty Consultants)

Colombo Plan Staff College for Technician Education

Building Block C, Department of Education Complex

Meralco Avenue, Pasig City 1600, Philippines

Fax: +63 2 631 0996 or 633 8425

E-mail: cpssc@cpsctech.org

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7. The Staff College shall make arrangements for visas for the seconded faculty consultant and his family to travel to the Philippines.
 8. The seconded faculty consultant shall travel to the Philippines and report to his embassy and then to the Staff College for work.
 9. Throughout his appointment, the seconded faculty consultant shall be considered as a staff member of the Staff College and not as an official of the embassy of the seconding government. However, the Staff College shall maintain close coordination and cooperation with the embassy concerned to support and facilitate the work of the seconded faculty consultant.
 10. Three months before the secondment expires, the Staff College shall evaluate the performance of the seconded faculty consultant and report to his embassy whether or not his performance meets the expectations or standards of the Staff College. The continuation of his services and secondment (if the seconding government agrees) shall be determined by the Staff College and conveyed to his embassy for necessary action concerning his secondment status.
 11. If the Staff College wishes to retain the services of the seconded faculty consultant and the seconding government agrees, the seconded faculty consultant shall be offered a renewal of appointment and acceptance for a specified period (usually one year at a time).
 12. In subsequent years, the procedures identified in steps 9 –11 shall continue for the same seconded faculty consultant, if all parties agree.
 13. When a staff member seconded by a participating government or agency extending technical assistance to the Staff College becomes the subject of disciplinary proceedings, the staff member concerned shall be informed of the process and shall be notified of his right to appeal, if the decision is against him.
 14. The Director shall notify the participating government or agency to withdraw the staff member, giving reasons for the request for withdrawal and informing the participating government or agency of the staff member's decision to appeal, as the case may be.
 15. The decision of the Personnel Advisory committee (PAC) shall also be submitted to the embassy concerned.
 16. Termination of service of the staff member shall take effect on the date of the request for withdrawal.