

Government of the People's Republic of Bangladesh
Ministry of Cultural Affairs
Section-06
Bangladesh Secretariat, Dhaka.
Website:www.moca.gov.bd

No.43.00.0000.114.025.75.13- 46

Date: 03 December 2015

To
Chief Accounts Officer
Ministry of Cultural Affairs
3rd Phase, Segunbagicha, Dhaka.

Subject: Invitation to the training course on "UNESCO Regional Conference on Harmonizing Actions to Reduce Risks for Cultural Heritage in Asia and the Pacific" of the Department of Archaeology" from 07 December to 09 December 2015.

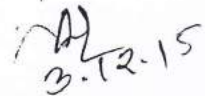
The undersigned is directed to convey the sanction of the administrative approval of Dr. Md. Altaf Hossain, Director General, Department of Archaeology to participate in training programme in Penang, Malaysia from 07 December to 09 December 2015.

2. The approval is accorded in line with the terms and conditions placed hereinafter :

- (a) All the expenses of this programme will be borne by the organizing authority.
- (b) The period of the visit shall be deemed to be on duty.
- (c) The official will draw his salary and allowances for the time stipulated in local currency and no part thereof should be drawn in foreign currency.
- (d) The official shall not be allowed to stay abroad more than the approved period excluding the travel time.
- (e) The nominated official will submit a report after his return.

3. The official will leave Dhaka for Malaysia on 06 December 2015 and return from Penang, Malaysia to Dhaka on 10 December 2015 or proximate time depending on availability of the flight schedule.

4. The order is issued with the approval of the competent authority.

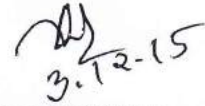

Vanesa Rodrigues
Senior Assistant Secretary
Phone : 9540190

No.43.00.0000.114.025.75.13- 46

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Copy forwarded to for kind information and necessary action (not in line with the seniority) :

01. Secretary, Ministry of Foreign Affairs, Segunbagicha, Dhaka. (With a request to issue Note Verbale in favour of the said official).
02. High Commissioner, High Commission of Malaysia, House # 19, Road # 6, Baridhara Diplomatic Area, Dhaka .
03. High Commissioner, High Commission for the People's Republic of Bangladesh, Kuala Lumpur, 114, Jalan U-Thant, 55000 Kuala Lumpur.
04. Secretary, Bangladesh National Commission for UNESCO, 1-Asian High Way, Palashi, Nilkhet, Dhaka.
05. Director General, Department of Archaeology, Agargaon, Dhaka.
06. Director General, Department of Immigration & Passport, Dhaka.
07. Executive Director, Foreign Currency & Policy Division, Bangladesh Bank, Dhaka.
08. Director, Hazrat Shahzamal International Airport, Kurmitola, Dhaka.
09. PS to Secretary, Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka.
10. Md. Altaf Hossain, Director General, Department of Archaeology, Agargaon, Dhaka.
11. Officer-in-charge, Immigration, Hazrat Shahzamal International Airport, Dhaka.
12. Assistant programmer, Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka.
13. Office File/Copy.


Vanesa Rodrigues
Senior Assistant Secretary