

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

No.43.00.0000.114.025.102.15-137

Date: 13 September 2015

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

Subject: Visit of Malaysia by Dr. Shihab Shahriar, Assistant Keeper, Bangladesh National Museum, from 26th September to 05th October 2015.

The undersigned is directed to convey the administrative approval of Dr. Shihab Shahriar, Assistant Keeper, Bangladesh National Museum for visiting Malaysia from 26th September to 05th October 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 Dr. Shihab Shahriar himself.
 - (b) The period of the visit shall be deemed to be on leave.
 - (c) The official will draw his pay and allowances for the time stipulated in local currency and no part thereof should be drawn in foreign currency.
 - (d) The official shall be not allowed to stay abroad more than the period approved by the authority, excluding the time spent in the journey.
 - (e) The official will leave Dhaka for Malaysia on 25th September 2015 and return to Dhaka on 06th October 2015 or the date nearest depending on the flight schedule.
3. The order is issued with the approval of the competent authority.

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Vanesa Rodrigues
Senior Assistant Secretary
sas 5@moca.gov.bd
Phone : 9540190

No.43.00.0000.114.025.102.15-137

Date: 13 September 2015

Copy for kind information and necessary action (not as per seniority) :

01. Secretary, Ministry of Foreign Affairs, Segunbagicha, Dhaka (With a request to issue Note Verbale in favour of the said official).
02. High Commission for the People's Republic of Bangladesh, Kuala Lumpur, 114, Jalan U-Thant, 55000, Kuala Lumpur.
03. H.E The High Commissioner, High Commission of Malaysia, House # 19, Road # 06, Baridhara, Dhaka-1212.
04. Director General, Bangladesh National Museum, Shahabag, Dhaka.
05. Director General, Department of Immigration & Passport, Agargoan, Dhaka.
06. Executive Director, Foreign Currency & Policy Division, Bangladesh Bank, Dhaka.
07. Director, Hazrat Shazalal International Airport, Kurmitola, Dhaka.
08. PS to Secretary, Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka.
09. Officer-in-charge, Immigration, Hazrat Shazalal International Airport, Dhaka.
10. Dr. Shihab Shahriar, Assistant Keeper, Bangladesh National Museum, Dhaka.
11. Assistant programmer, Ministry of Cultural Affairs.
12. Office Copy & Master Copy.

13.9.15
Vanesa Rodrigues
Senior Assistant Secretary