

Government of the People's Republic of Bangladesh
Ministry of Cultural Affairs
Bangladesh Secretariat, Dhaka.

Memo: 43.00.0000.117.24.009.16-468

25 July 2017

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

Subject: Participation in the cultural programme to be held from 10-14 August 2017 in Japan.


With reference to the subject mentioned above, the undersigned is directed to accord the administrative approval of the following cultural team to participate in the cultural program to be held from 10-14 August in Japan. The cultural team will depart Dhaka for Japan on 9 August 2017 and return from Japan on 15 August 2017 or proximate date depending on availability of the flight schedule.

SL. No.	Name	Position	Passport No.
1.	Sarder Md. Keramat Ali PS to Hon'ble Minister (Deputy Secretary) Ministry of Cultural Affairs	Team Leader	OC 3131994
2.	Kabirul Islam Ratan	Choreographer	AF 7300346
3.	Atiya Khan Keya	Presenter and Coordinator	BN 0390547
4.	Nadia Ahmed	Dance Artist	BK 0285480
5.	Salma Begum	Dance Artist	BM 0680958
6.	Rachel Agnes Perris	Dance Artist	BE 0255106
7.	Sinthia Yasmin Nupur	Dance Artist	BA 0780377
8.	Mim Chowdhury	Dance Artist	BM 0215946
9.	Sabrina Shafi Nisa	Dance Artist	BL 0762210
10.	Md. Aatur Rahman	Dance Artist	BP 0400453
11.	Ranabir Saha	Dance Artist	AG 8442794
12.	Mohammad Mahabub Hasan	Dance Artist	BN 0056116
13.	Mohammad Uzzal Mia	Dance Artist	BL 0681811
14.	Afm Ekram Hossain	Musician	BF 0957438
15.	Swapan Kumar Nag	Musician	BB 0118032

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

- Local hospitality will be borne by the Awaodari Project. Round trip air fare, pocket money, transit allowances and terminal charges for this visit will be borne by the Government of Bangladesh.
- The visit will be treated as on duty;
- The incumbents shall draw their pay and allowances (where applicable) for the time stipulated in local currency and no part there of should be drawn in foreign currency.
- The team leader will submit a report about this tour to the Ministry of Cultural Affairs within 7 days of his return.

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


Surayya Akhtar Jahan
Cultural Adviser
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Copy for kind information and necessary action (not in line with the seniority):

1. Secretary, Ministry of Foreign Affairs, Segunbagicha, Dhaka.
2. H.E. Ambassador, Embassy of the People's Republic of Bangladesh, Tokyo, Japan.
3. H.E. Ambassador, Ambassador Extraordinary & Plenipotentiary, Plot#5&7, Dutabash Road, Baridhara, Dhaka-1212.
4. Director General, Department of Immigration and Passport, Dhaka.
5. Director General, Consular and Welfare Wing, Ministry of Foreign Affairs, Dhaka (With a request to issue Note Verbal in favour of the team members).
6. Director General, Bangladesh Shilpakala Academy, Segunbagicha, Dhaka (with a request to assist the cultural team to get Note Verbal from Ministry of Foreign Affairs).
7. Executive Director, Foreign Currency and Policy Division, Bangladesh Bank, Dhaka.
8. Sarder Md. Keramat Ali, PS to Hon'ble Minister (Deputy Secretary), Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka.
9. PS to Hon'ble Minister, Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka.
10. Director, Hazrat Shahjalal International Airport, Dhaka.
11. Deputy Secretary (Budget Management), Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka.
12. Deputy Secretary (Admin-2), Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka.
13. PS to Secretary, Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka.
14. Officer in-Charge (Immigration), Hazrat Shahjalal International Airport, Dhaka.
15. Kabirul Islam Ratan, Choreographer, Bangladesh Shilpakala Academy, Dhaka.
16. Atiya Khan Keya, Presenter and Coordinator, Bangladesh Shilpakala Academy, Segunbagicha, Dhaka.
17. Nadia Ahmed, Dance Artist, Bangladesh Shilpakala Academy, Dhaka.
18. Salma Begum, Dance Artist, Bangladesh Shilpakala Academy, Dhaka.
19. Rachel Agnes Perris, Dance Artist, Bangladesh Shilpakala Academy, Dhaka.
20. Sinthia Yasmin Nupur, Dance Artist, Bangladesh Shilpakala Academy, Dhaka.
21. Mim Chowdhury, Dance Artist, Bangladesh Shilpakala Academy, Dhaka.
22. Sabrina Shafi Nisa, Dance Artist, Bangladesh Shilpakala Academy, Dhaka.
23. Md. Ataur Rahman, Dance Artist, Bangladesh Shilpakala Academy, Dhaka.
24. Ranabir Saha, Dance Artist, Bangladesh Shilpakala Academy, Dhaka.
25. Mohammad Mahabub Hasan, Dance Artist, Bangladesh Shilpakala Academy, Dhaka.
26. Mohammod Uzzal Mia, Dance Artist, Bangladesh Shilpakala Academy, Dhaka.
27. Afm Ekram Hossain, Musician, Bangladesh Shilpakala Academy, Dhaka.
28. Swapan Kumar Nag, Musician, Bangladesh Shilpakala Academy, Dhaka.
29. Accounts Officer, Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka.
30. Assistant Programmer, Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka.



Surayya Akhtar Jahan
Cultural Adviser