

**(To be replaced in the same date & number)**  
**Government of the People's Republic of Bangladesh**  
**Ministry of Cultural Affairs**  
**Bangladesh Secretariat, Dhaka**

Memo: MOCA/ Section-5/UNESCO-44/2007/(Part)-759

15 November 2017


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

**Subject: Participation in the 'Twelfth Session of the Intergovernmental Committee for the Safeguarding of the Intangible Cultural Heritage' to be held in Jeju Island, Republic of Korea during 4-9 December 2017**

With reference to the subject mentioned above, the undersigned is directed to accord the administrative approval of the following team to participate in 'Twelfth Session of the Intergovernmental Committee for the Safeguarding of the Intangible Cultural Heritage' to be held in Jeju Island, Republic of Korea during 4-9 December 2017. The representative team will leave Dhaka for Korea on 02 December and return from Korea to Dhaka on 09 December 2017 or proximate date depending on availability of the flight schedule.


SI No.	Name	Position in the Team	Passport No
01.	Md. Shawkat Nabi Secretary (Joint Secretary) Bangladesh National Museum	Team Leader	OC 1180930
02.	GM Rafiqul Islam Deputy Secretary Ministry of Cultural Affairs.	Member	OC 4058225
03.	Shikha Noor Munshi Keeper, Bangladesh National Museum	Member	BK0978997
04.	Asma Ferdousi Deputy Keeper, Bangladesh National Museum	Member	BP0719495
05.	Nazmul Haque Executive Director Institute of Development Affairs	Member	BB0810404
06.	Gitesh Chandra Das Shital Pati Weaver	Member	AG4051291
07.	Horendro Kumar Das Shital Pati Weaver	Member	AE8643034

02. The approval is accorded in line with the terms and conditions placed hereinafter:
- Round trip air fare, daily allowance, transit and terminal charges for four persons (serial No: 1-4) will be borne by the Ministry of Cultural Affairs and all cost related to this visit for three persons (serial no: 5-7) will be borne by the authority of Bangladesh National Museum.
  - The visit will be treated as on duty for the government officials of the team;
  - The incumbents shall draw their pay and allowances (where applicable) for the time stipulated in local currency and no part thereof should be drawn in foreign currency.
  - The team leader will submit a report about this tour to the Ministry of Cultural Affairs within 10 (ten) days of his return.
03. The order is issued with the approval of the competent authority.

  
15.11.17  
Vanesa Rodrigues  
Senior Assistant Secretary  
Phone: 9546153  
sas5@moca.gov.bd.com

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

1. Secretary, Ministry of Foreign Affairs, Segunbagicha, Dhaka.
2. Director General, Bangladesh National Museum, Shahbag, Dhaka.
3. H.E. Ambassador, Embassy of the People's Republic of Bangladesh, Seoul, Korea.
4. H.E. Ambassador, Embassy of the People's Republic of Korea, Madani Avenue, Baridhara, Dhaka
5. Director General, Bangladesh Shilpakala Academy, Segunbagicha, Dhaka (with a request to assist in getting Note Verbale from Ministry of Foreign Affairs and Visa from Korean Embassy in Dhaka).
6. Director General, Consular and Welfare Wing, Ministry of Foreign Affairs, Dhaka (With a request to issue Note Verbale in favour of the team members).
7. Director General, Department of Immigration and Passport, Dhaka.
8. Executive Director, Foreign Currency and Policy Division, Bangladesh Bank, 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), Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka.
12. Md. Shawkat Nabi, Secretary, Bangladesh National Museum, Shahbag, Dhaka
13. GM Rafiqul Islam, Deputy Secretary, Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka.
14. Shikha Noor Munshi, Keeper, Bangladesh National Museum
15. Asma Ferdousi, Deputy Keeper, Bangladesh National Museum
16. Nazmul Haque, Executive Director, Institute of Development Affairs
17. Gitesh Chandra Das, Shital Pati Weaver, Tulapur, Mukam Bazar, Rajnagar, Moulavibazer, Sylhet
18. Horendro Kumar Das, Shital Pati Weaver, Dhulijuri, Medinimohal, Rajnagar, Moulavibazer, Sylhet
19. Accounts Officer, Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka.
20. Assistant Programmer, Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka.

  
15.11.17

Vanesa Rodrigues  
Senior Assistant Secretary