

Government of the People's Republic of Bangladesh
Ministry of Cultural Affairs
Bangladesh Secretariat, Dhaka.
(www.moca.gov.bd)

No: 43.00.0000.113.025.005.2012

Dated: 25.10.2017

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

Subject: Participation in a Program of study tour to UK Libraries.

With reference to the subject mentioned above the undersigned is directed to accord the administrative approval of the following officer to visit United Kingdom from 13-17 November 2017 (excluding travel time) for joining a program of UK Libraries.

Sl No.	Name and designation	Visiting Country	Passport Number
01.	Sarder Md. Keramat Ali PS to Hon'ble Minister Ministry of Cultural Affairs, Government of the People's Republic of Bangladesh.	United Kingdom	OC3131994

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

- The approved period of the visit will be treated as on duty ;
- He will draw his pay and allowances in local currency;
- All costs of travel to United Kingdom will be carried out by the 'Libraries Unlimited Project';
- He will not stay abroad for more than approved period;
- He will submit a report to the Ministry of Cultural Affairs within 7 (seven) days of his return.

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


(Sania Akhter)
Senior Assistant Secretary
Phone:9546360
Email: sas_admin@moca.gov.bd

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

1. Cabinet Secretary, Cabinet Division/Principal Secretary, Prime Minister's Office, Dhaka.
2. Secretary, Security Services Division, Ministry of Home Affairs, Dhaka.
3. Secretary, Ministry of Foreign Affairs, Dhaka (with a request to issue note verbale).
4. H.E. High Commissioner, High Commission of UK in Bangladesh Baridhara, Dhaka.
5. Director General, Deptt. Of Immigration and Passport, Dhaka.
6. Director General, Public Library, Dhaka.
7. Sarder Md. Keramat Ali, PS to Minister, Ministry of Cultural Affairs, Dhaka.
8. Director, Public Library, Dhaka.
9. Chief Accounts Officer, Ministry of Cultural Affairs, Segunbagicha, Dhaka.
10. Asst. Programmer, Ministry of Cultural Affairs, Dhaka.

25/10/2017

(Sania Akhter)

Senior Assistant Secretary