

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

Memo: 43.00.0000.112.18.336.17.248

Date: 19.04.2017

Subject: Participation in the "Leading Successful Programs: Using Evidence to Assess Effectiveness" at the Harvard Kennedy School, Harvard University, United States of America under the Project of "Strengthening Government through Capacity Development of the BCS Cadre Officials" for 06 days (excluding travel time) from 30.04.2017 to 05.05.2017 (or from the nearest possible date).

Ref: Ministry of Public Administration, Planning Cell-2, Memo no: 05.00.0000.239.25.064.2016-366, dated 18.04.2017.

With reference to the subject mentioned above, the undersigned is directed to accord the administrative approval of Mr. Md. Ibraheem Hosein Khan, Secretary in charge, Ministry of Cultural Affairs to participate in the "Leading Successful Programs: Using Evidence to Assess Effectiveness" at the Harvard Kennedy School, Harvard University, United States of America under the Project of Strengthening Government through Capacity Development of the BCS Cadre Officials from 30.04.2017 to 05.05.2017 (or from the nearest possible date).

02. He will depart Dhaka for U.S.A on 29.04.2017 and return from U.S.A on 06.05.2017 (or from the nearest possible date) or proximate date depending on availability of the flight schedule.

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

- 3.1 While on visit he will be treated as on duty;
- 3.2 He will draw his pay and allowances in local currency. No part of it should be drawn in foreign currency;
- 3.3 All the expenses will be borne from the project fund;
- 3.4 He will not be allowed to stay abroad more than the approved period;

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

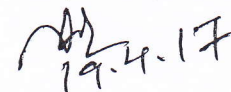
Sd/-
Vanesa Rodrigues
Senior Assistant Secretary
Phone: 9546153
E-mail: sas5@moca.gov.bd

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

1. Cabinet Secretary, Cabinet Division, Bangladesh secretariat, Dhaka.
2. Principal Secretary to The Prime Minister, Prime Minister's Office, Tejgaon, Dhaka.
3. Senior Secretary, Ministry of Public Administration, Bangladesh Secretariat, Dhaka.
4. Secretary, Ministry of Foreign Affairs, Segunbagicha, Dhaka {Attention: Director (Consular) with request to issue note verbal}
5. Mr. Md. Ibraheem Hosein Khan, Secretary in charge, Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka.
6. H.E. Ambassador, Embassy of the United States of America, Madani Avenue, Baridhara, Dhaka.
7. Consul General, Consulate General of the people's Republic of Bangladesh, 34-18 Northern Blvd, Long Island City, New York, NY 10001.
8. Annmarie Sasdi, Senior Director, Harvard Kennedy School Executive Education, 79 JFK Street, Cambridge, MA 02138, United States of America.
9. Director General, Department of Immigration and Passport, Agargaon, Dhaka.
10. Director General, Consular and Welfare Wing, Ministry of Foreign Affairs, Dhaka (with a request to issue note verbal in favour of Mr. Md. Ibraheem Hosein Khan, Secretary in charge, Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka).
11. PS to Hon'ble Minister, Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka.
12. Director, Hazrat Shahjalal International Airport, Dhaka.
13. Chief Accounts Officer, Ministry of Cultural Affairs, 3rd Phase, Segunbagicha, Dhaka.
14. General Manager, Foreign Exchange Operation Department, Bangladesh Bank, Head office, Dhaka.
15. PS to Secretary, Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka.
16. Program Coordinator, Harvard Kennedy school, Harvard University, United States of America.
17. Accounts Officer, Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka.
18. Assistant Programmer, Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka (with a request to publish the GO at MOCA website).
19. Office copy.


19.4.17