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

No. 43.00.0000.113.016.040.16. (Part-1). Dated: 28 November 2019

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

Subject: ''Internationl Symposium on Knowledge Engineering for Digital Library Design 2019 New Delhi office in India, **From December 09-11 December 2019.**

With reference to the subject mentioned above, the undersigned is directed to convey the sanction of the Government's approval to Md. Mizanur Rahman, Microfilm Officer, under the Department of Archives & Libraries' in India from 09-11 Decem ber 2019 under the following terms and condition:

1. All Expenses (airfare, boarding, lodging, transportation, and other expenses like travel insurance & visa processing incurred) will be borne by Appointment Organization;
2. The period to be spent for his visit including transit will be treated as on duty;
3. He will submit a report about his tour to the Department of Archives & Libraries within 10 (ten) days of his return;
4. He will Leave Dhaka for India on 09 December 2019 or close to that date and leave India on 11 December 2019 or close to that date.

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

Sd/-
Dr. Sheikh Muslima Moon
Deputy Secretary
Phone: 02-9545935
Email: moonpatc@yahoo.co.uk

No. 43.00.0000.113.016.040.16. (Part-1). 248 Dated: 28 December 2019

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

01. Secretary, Ministry of Public Administration, Bangladesh Secretariat, Dhaka.
02. Secretary, Security Services Division, Ministry of Home Affairs, Dhaka.
03. Secretary, Ministry of Foreign Affairs, Dhaka.
04. H.E. High Commissioner, High Commission of India in Bangladesh, Baridhara, Dhaka.
05. H.E. High Commissioner, High Commission of Bangladesh in India.
06. Director General, Consular and Welfare Wing, Minisry of Foreign Affairs, Dhaka (With a request to issue note verbale in favour of the Mr Md. AL-Mamun Howlader).
07. Director General, Dept. of Immigration and Passport, Dhaka.
08. Director General, Department of Archives & Libraries
09. Director, Hazrat Shahjalal International Airport, Dhaka.
10. PS to Secretary, Ministry of Cultural Affairs, Dhaka.
11. Programmer, Ministry of Cultural Affairs, Dhaka (For publication in the website).
12. Mr Md. Mizanur Rahman, Microfilm Officer, Department of Archives & Libraries.
13. Office Copy.

28/11/19
Dr. Sheikh Muslima Moon
Deputy Secretary