

Government of the people's republic of Bangladesh
Ministry of Cultural Affairs
Bangladesh Secretariat, Dhaka.

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Dated: 28 January 2019

From : Dr. Sheikh Muslima moon
Deputy Secretary
Ministry of Cultural Affairs
To : Chief Accounts Officer
Ministry of Cultural Affairs
3rd Phase, Segunbagicha, Dhaka.

Subject: Approval for the participation of the high officials team to visit the 43th International Kolkata Book Fair, 2019 (30 January to 03 February 2019) in Kolkata, India.

The undersigned is directed to convey the sanction of the following high officials team of the Ministry of Cultural Affairs in the 43th International Kolkata Book Fair, 2019 (30 January to 03 February 2019) in kolkata, India.

1. Md Mozibor Rahman Al Mamun, Joint Secretary, Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka. (Passport No. OC 2194521).
2. Hasna Jahan Khanam, Joint Secretary, Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka. (Passport No. OC 7100923).
3. Md. Ataur Rahman, Deputy Secretary, Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka. (Passport No. OC 4185349).
4. A K M Rezaul Karim, Director, National Book Centre, Dhaka (Passport No. OC 4250399).
5. SK Muslima Moon, Deputy Secretary, Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka. (Passport No. OC 4239354).

The Terms and Conditions:

1. Round trip air fare, accommodation, daily cash allowance transit allowance, terminal charges and other expenses will be borne by the Government of the Bangladesh ('জাতীয় গ্রন্থদিবস' খাত 1340101-12000204-38211107);
2. The period to be spent for this visit including the transit will be treated as on duty.
3. The officials will draw their usual pay and allowances from Bangladesh in local currency;
4. The officials will submit a report about the 43th International Kolkata Book Fair, 2019 to Ministry of Cultural Affairs within 15 days;
5. The team will leave Dhaka for India on 29 January 2019 or on a nearest possible date and will return to Dhaka on 4 February 2019 or on a nearest possible date.

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

Sd/-
Dr. Sheikh Muslima moon
Deputy Secretary
Phone: 9546360
Cell No: 01778685521

Copy for kind information and necessary action (do not reflect to seniority).

1. Secretary, Ministry of Foreign Affairs, Segunbagicha, Dhaka.
2. Secretary, Ministry of Public Administration, Bangladesh Secretariat, Dhaka.
3. H.E. High Commissioner, High Commission of India, H-2, R-142, Gulshan-1, Dhaka-1212
4. H.E. High Commissioner, High Commission for the people's Republic of Bangladesh, New Delhi.
5. Md Mozibor Rahman Al Mamun, Joint Secretary, Ministry of Cultural Affairs, Bangladesh Secretariat Dhaka.
6. Hasna Jahan Khanam, Joint Secretary, Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka.
7. Joint Secretary, (Budget Management), Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka.
8. Director General, Consular and Welfare wing, Ministry of Foreign Affairs, Dhaka (with a request to issue note verbale).
9. Md. Ataur Rahman, Deputy Secretary, Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka.
10. A K M Rezaul Karim, Director, National Book Centre, Dhaka
11. SK Muslima Moon, Deputy Secretary, Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka.
12. Executive Director, Foreign Currency and Policy Division, Bangladesh Bank, Dhaka.
13. PS to hon'ble Minister, Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka.
14. PS to hon'ble Secretary, Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka.
15. Officer In-charge (Immigration), Hazrat Shahjalal International Airport, Dhaka.
16. Director, Hazrat Shahjalal International Airport, Dhaka.
17. Accounts Officer, Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka.
18. Assistant Programmer, Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka.



28.01.2019

Dr. Sheikh Muslima moon
Deputy Secretary