

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  
3<sup>rd</sup> Phase, Segunbagicha, Dhaka.

**Subject: Approval for participation of the representatives of Departments/agencies under the Ministry of Cultural Affairs for the 43<sup>rd</sup> International Kolkata Book Fair 2019 and Artists (singer) for the Cultural Function of 'Bangladesh Day'.**

The undersigned is directed to convey the approval of the following representatives of the Departments/Agencies under the Ministry of Cultural Affairs and Artists (singer) for participation of the 43<sup>rd</sup> International Kolkata Book Fair 2019 and Cultural Function of 'Bangladesh Day' in different dates and time.

SL	Representative Name and Designation	Organization Name/ Artists	Passport Number	Travel time (excluding travel time).
1.	Mohammad Abdur Rahim, Deputy Secretary	Nazrul Institute, Dhaka.	OC 2262372	January 31 to February 5
2.	Md. Aktaruzzaman Mondal, Sales Assistant	Nazrul Institute, Dhaka.	BY 0575522	06 February to 11 February
3.	Shihab Shahriar, Keeper, public education department,	Bangladesh Museum, Dhaka	OC 0267395	January 31 to February 5
4.	Sayed Shamsul Karim, Education officer	Bangladesh Museum, Dhaka	OC 0122131	06 February to 11 February
5.	Mst Hafiza Khatun, Librarian	National Book Centre, Dhaka	BM 0907393	January 31 to February 5
6.	Suhita Sultana, Deputy Director	National Book Centre, Dhaka	BX 0635429	06 February to 11 February
7.	Shemonty Monjari	artists	BL 0187764	09 February to 11 February
8.	Mohoshina Akter Khanom	artists	BH 0336249	09 February to 11 February

**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.
2. The above mentioned official (1 to 6) will be borne by their respective organizations and Artists (7-8) will be borne by the 'জাতীয় গ্রন্থদিবস' খাত (1340101-12000204-38211107) of fiscal year 2018-19.
3. The period to be spent for this visit including the transit will be treated as on duty.
4. The officials will draw their usual pay and allowances from Bangladesh in local currency.
5. The officials will submit a report about the Bangladesh Book Fair, 2018 to Ministry of Cultural Affairs within 15 days.

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. H.E. High Commissioner, High Commission of India, H-2, R-142, Gulshan-1, Dhaka-1212
3. H.E. High Commissioner, High Commission for the people's Republic of Bangladesh, New Delhi, India
4. Joint Secretary, (Budget Management), Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka.
5. Director General, Consular and Welfare wing, Ministry of Foreign Affairs, Dhaka (with a request to issue note verbale).
6. Director, Hazrat Shahjalal International Airport, Dhaka.
7. Mohammad Abdur Rahim, Deputy Secretary, Nazrul Institute, 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. PS to hon'ble Secretary, Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka.
11. Officer In-charge (Immigration), Hazrat Shahjalal International Airport, Dhaka.
12. Md. Aktaruzzaman Mondal, Sales Assistant, Nazrul Institute, Dhaka.
13. Shihab Shahriar, Keeper, public education department, Bangladesh Museum, Dhaka.
14. Sayed Shamsul Karim, Education officer, Bangladesh Museum, Dhaka.
15. Mst Hafiza Khatun, Librarian, National Book Centre, Dhaka
16. Suhita Sultana, Deputy Director, National Book Centre, Dhaka.
17. Shemonty Monjari, Artists, Natiam, Natima Bazar, Maheshpur, Jhenaidah.
18. Mohoshina Akter Khanom, Artists, 15/1 Block C, Tajmahal Road, Mohammadpur, Dhaka.
19. Accounts Officer, Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka.
20. Assistant Programmer, Ministry of Cultural Affairs, Bangladesh Secretariat, Dhaka.

  
28-01-2019  
Dr. Sheikh Muslima Moon  
Deputy Secretary