

**To be replaced with same memo and date**

Government of the People's Republic of Bangladesh  
Ministry of Education  
Secondary & Higher Education Division  
www.shed.gov.bd

No: 37.00.0000.082.01.004.16 (part-3)-179

Date: 11.10.2017

From: Khaleda Akhtar  
Deputy Secretary

To: Chief Accounts Officer  
Ministry of Education  
45, Purana Paltan, Dhaka

Subject: Government's approval to attend the training program on 'Strengthening Capacity for Officials of Ministry of Education and other Organizations' to be held from 25 February to 10 March 2018 or a nearer date at Queensland University of Technology, Brisbane, Australia.

Sir,

The undersigned is directed to convey the sanction of the Government of the People's Republic of Bangladesh to the following officials to attend the above-mentioned training program to be held from 25 February to 10 March 2018 or a nearer date under the terms and conditions described in para two:

SL No.	Name and Designation	Offices
01.	Md. Abdul Maleque Director (Training)	Directorate of Secondary and Higher Education
02.	Mohammad Obaidul Islam Superintending Engineer	Education Engineering Department
03.	Shahnaz Samad Joint Secretary	Secondary and Higher Education Division, Ministry of Education
04.	Khaleda Akhtar Deputy Secretary	Secondary and Higher Education Division, Ministry of Education
05.	Nasima Khanom Senior Assistant Secretary	Secondary and Higher Education Division, Ministry of Education
06.	Fatema Tul Zannat Senior Assistant Secretary	Secondary and Higher Education Division, Ministry of Education
07.	Md Afrazur Rahman Senior Information Officer	Secondary and Higher Education Division, Ministry of Education
08.	Mohammad Zahurul Islam Senior Assistant Chief	Secondary and Higher Education Division, Ministry of Education
09.	Molla Mohammad Anisuzzaman Senior Assistant Chief	Secondary and Higher Education Division, Ministry of Education
10.	Muhammad Nasir Uddin Deputy Director	Directorate of Secondary and Higher Education
11.	Mohammad Shafiqul Islam Siddiqui Deputy Director (General Administration)	Directorate of Secondary and Higher Education
12.	Swapan Kumar Nath Deputy Director (Research and Information)	National Academy for Educational Management (NAEM), Dhaka
13.	Mohammad Tanvir Akkas Assistant Director	Implementation Monitoring and Evaluation Division, Ministry of Planning
14.	Monira Begum Specialist	National Curriculum & Textbook Board (NCTB), Dhaka
15.	Mohammad Tautiqul Islam Upazila Secondary Education Officer	Upazila Secondary Education Officer, Chapainawabganj Sadar
16.	Eti Halder Assistant Teacher	Government Coronation Secondary Girl's School, Khulna
17.	Md Nazmul Hasan Assistant Teacher	Rangpur Government Girls High School, Rangpur
18.	Shiek Jamal Ahmod Assistant Teacher	Chunarughat Pilot Girls High School
19.	Md Abdul Gabbar Assistant Teacher	Barisal Government Girls High School, Barisal
20.	Gazi Mohammad Nazmul Hossain Accounts Officer	Teaching Quality Improvement-2 Project



02. **Terms and conditions:**

- a) All expenses related to their participation will be borne by the Teaching Quality Improvement-2 (TQI-2) in Secondary Education Project, Dhaka;
- b) They will not be provided any part of the salary and allowances in foreign currency;
- c) The period of their stay abroad including transit period will be treated as on duty;
- d) They will not be allowed to stay abroad more than the approved period; and
- e) They will have to submit a report to the Secondary & Higher Education Division, Ministry of Education within 15(fifteen) days of their return.

03. Md Abu Bakar Siddique and Saiaf Anan husband and son of Ms Shahnaz Samad, Joint Secretary, Secondary and Higher Education Division, Ministry of Education respectively will accompany her during this visit. All expenses related to their travel will be borne by Ms Shahnaz Samad.

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

Sincerely yours'

SA  
31.12.17

Khaleda Akhtar  
Deputy Secretary  
Phone: 9569726  
e-mail: sas-dev2@moedu.gov.bd

No: 37.00.0000.082.01.004.16 (part-3)-179/1(50)

Date: 11.09.2017

**Copy for information and necessary action to: (Not according to seniority):**

01. The Senior Secretary, Ministry of Public Administration
02. The Secretary, Secondary and Higher Education Division, Ministry of Education
03. The Secretary, Ministry of Foreign Affairs
04. The Secretary, Implementation, Monitoring & Evaluation Division, Ministry of Planning
05. H.E the High Commissioner, High Commission of the People's Republic of Bangladesh, Canberra, 21 Culgoa Circuit, O'Malley ACT 2606, Canberra, Australia
06. H.E. the High Commissioner, High Commission of Australia, 184, Gulshan Avenue, Gulshan #2, Dhaka-1212
07. Additional Secretary (Development/Admin & Finance), Secondary and Higher Education Division, Ministry of Education
08. Project Director (Additional Secretary), Teaching Quality Improvement-2 (TQI-2) Project, Dhaka
09. Director General, Directorate of Secondary and Higher Education
10. Director General, Directorate of Immigration & Passport, Dhaka
11. Director General, National Academy for Educational Management (NAEM), Dhaka
12. Chairman, National Curriculum & Textbook Board (NCTB), Dhaka
13. Chief Engineer, Education Engineering Department
14. PS to Hon'ble Minister, Ministry of Education
15. Ms/Mr. ....
16. P.S to Secretary, Secondary and Higher Education Division, Ministry of Education
17. Director, Hazrat Shahjalal International Airport, Dhaka
18. District Education Officer, Chapainawabganj
19. Senior Assistant Secretary, Consular Section, Ministry of Foreign Affairs, Dhaka (With a request to issue Note Verbal for visa in favor of delegations and their family members)
20. Senior System Analyst, Secondary and Higher Education Division, Ministry of Education (with a request to upload the order in the web site)
21. Head Teacher, Government Coronation Secondary Girl's School, Khulna/Rangpur Government Girls High School, Rangpur/Chunarughat Pilot Girls High School, Habigonj/Barisal Government Girls High School, Barisal
22. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka

SA  
31.12.17  
Khaleda Akhtar  
Deputy Secretary