

Government of the People's Republic of Bangladesh  
Ministry of Education  
Secondary & Higher Education Division  
Development Wing, Development-2 Branch  
www.shed.gov.bd

No: 37.00.0000.082.18.009.16-116

Date: 12.07.2017

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

Subject: To attend the program on "Training of Trainers on Menstrual Hygiene Management (MHM)" to be held from 14 to 27 July 2017 or nearest available date at Gauhati, India.

Sir,

The undersigned is directed to convey the sanction of the Government of the People's Republic of Bangladesh to the following officials for participating the training program on "Training of Trainers on Menstrual Hygiene Management (MHM)" scheduled to be held at Gauhati, India from 14 to 27 July 2017 or nearest available date under the terms and conditions described in para 02:

Sl. No.	Name & Designation	Office
01.	Dil Afroz Bint-E-Asir, Assistant Director-2 (Planning & Development)	Directorate of Secondary and Higher Education, Dhaka
02.	Rabeya Shams, Master Trainer (Generation Breakthrough Project) and Assistant Professor	National College of Economics, Dhaka

02. **Terms and conditions:**

- All expenses of the said program will be borne by the Water Supply and Sanitation Collaborative Council (WSSCC).
  - They will not be provided any part of the salary and allowances in foreign currency.
  - Total period of this training and the time spent for travel and transit will be treated as on duty.
  - They will not be allowed to stay abroad more than the approved period.
  - They will have to submit a report to the Development Wing of Secondary and Higher Education Division, Ministry of Education within 15(fifteen) days of their return from the course.
03. Ahnaf Nawar Alvi, son of Dil Afroz Bint-E-Asir, Assistant Director-2 (Planning & Development), Directorate of Secondary and Higher Education, Dhaka will accompany his mother during this visit. All expenses related to his travel will be borne by his mother.
04. This order is issued with the approval of the competent authority.

Sincerely yours,

*Sd/12/7/17*

Khaleda Akhtar

Deputy Secretary

Phone: +88-02-9569726

e-mail : sas\_dev2@moedu.gov.bd

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

- Secretary, Secondary and Higher Education Division, Ministry of Education, Bangladesh Secretariat, Dhaka
- Secretary, Ministry of Foreign Affairs, Segunbagica, Dhaka
- H.E. High Commissioner, High Commission of the People's Republic of Bangladesh, EP-39, Dr. S. Radhakrishnan Magr. Chanakypauri, New Delhi-110021, India
- H.E. High Commissioner, High Commission of India, House #2, Road # 142, Gulshan, Dhaka
- Additional Secretary (Admin & Finance) Development, Secondary and Higher Education Division, Ministry of Education, Dhaka
- Director General, Directorate of Secondary and Higher Education, Dhaka.
- Director General, Directorate of Immigration & Passport, Dhaka.
- P.S to Secretary, Secondary and Higher Education Division, Ministry of Education, Dhaka.
- Director, Hazrat Shahjalal International Airport, Dhaka.
- Principal, National College of Economics, Dhaka.
- MS Dil Afroz Bint-E-Asir, Assistant Director-2 (Planning & Development), Directorate of Secondary and Higher Education, Dhaka
- MS Rabeya Shams, Master Trainer (Generation Breakthrough Project) & Assistant Professor, National College of Economics, Dhaka
- Senior Assistant Secretary, Consular Section, Ministry of Foreign Affairs, Dhaka (With request to process Note Verbal to the Embassy of India in Dhaka for issuing visa in favor of them)
- ✓ Senior System Analyst, Secondary and Higher Education Division, Ministry of Education (with request to publish in the web site).
- Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.

*Khaleda Akhtar*

Deputy Secretary