

(To be replaced with same memo and date)
Government of the People's Republic of Bangladesh
Secondary & Higher Education Division
Ministry of Education
www.shed.gov.bd

No: 37.00.0000.081.01.005.15(part)-61

Date: 22.02.2018

From: Sayeed Mahbub Khan
Joint Secretary

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

Subject: To attend the "Symposium on ICT for Education" to be held in Srilanka from 27-28 February 2018 or nearest possible date.

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 Symposium to be held from 27-28 February, 2018 or a nearer date under the terms and conditions described in para 2:

Sl.	Name & Designation	Offices
01.	Md. Abu Sayed Sk.	Joint Program Director (Additional Secretary), SESIP
02.	Shipon Kumar Das	Deputy Director (Program), SPSU, SESIP
03.	Dr. Rehena Khatun	Assistant Project Director, TQI-II
04.	Maksuda Begum	Project Officer, TQI-II

Para 2:

- All expenses related to their participation will be borne by the Asian Development Bank (ADB);
- They will not be provided any part of the salary and allowances in foreign currency;
- The period of their stay abroad including transit period will be treated as on duty;
- They will not be allowed to stay abroad more than the approved period and
- They will have to submit a report to the Secondary & Higher Education Division, Ministry of Education within 15 (fifteen) days of their return.

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

(Sayeed Mahbub Khan)
Joint Secretary
Phone: 9564552

E-mail : sas_dev1@moedu.gov.bd

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

- 1) The Principal Secretary, Prime Minister's Office, Dhaka.
- 2) The Secretary, Secondary and Higher Education Division, Ministry of Education
- 3) The Secretary, Ministry of Foreign Affairs, Dhaka.
- 4) H.E. The Ambassador, Embassy of the People's Republic of Bangladesh, 85, Dharmapala Mawathe, Colombo-7, Sri-Lanka.
- 5) H.E. The Ambassador, Embassy of the Democratic Socialist Republic of Sri-Lanka, House# 4A, Road #108113, Gulshan Model Town, Dhaka.
- 6) Additional Secretary (Admin & Finance/Development), Secondary and Higher Education Division
- 7) Director General, Directorate of Secondary and Higher Education Bangladesh, Dhaka.
- 8) Director General, Directorate of Immigration & Passport, Dhaka.
- 9) Director, Hazrat Shahjalal International Airport, Dhaka.
- 10) Mr./Ms.
- 11) Senior System Analyst, Ministry of Education (with a request to publish in the web site).
- 12) Senior Assistant Secretary, Consular Section, Ministry of Foreign Affairs, Dhaka (With a request to process Note Verbal to the Embassy of Sri-Lanka in Dhaka for issuing visa in favor of him)
- 13) Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.

(Sayeed Mahbub Khan)
Joint Secretary