

Government of the People's Republic of Bangladesh  
Secondary & Higher Education Division  
Ministry of Education  
[www.shed.gov.bd](http://www.shed.gov.bd)

No: 37.02.0000.083.25.018.15(part-2)-396

Date: 08/11/2018

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

Subject: To attend the Study tour on "Procurement Guideline" to be held from 15-19 November, 2018 at India and Bhutan.

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 study tour to be held from 15-19 November, 2018 or a nearer date under the terms and conditions described in para 2:

| Sl. | Name and Designation  | Offices   |
|-----|---|---|
| 1.  | Mr. Lokman Hossain<br>Assistant Director (Equity)                         | Secondary Education Sector investment Program           |
| 2.  | Mr. Mohammad Sajjad Hossain<br>Project Officer (Program-2)                | Secondary Education Sector investment Program           |
| 3.  | Mr. Mohammad Manjurul Islam<br>Project Officer (Program-3)                | Secondary Education Sector investment Program           |
| 4.  | Mr. Mohammad Azad Mian<br>Project Officer (Administration-1)              | Secondary Education Sector investment Program           |
| 5.  | Mr. Md. ArifulHaque<br>Accounts Officer                                   | Secondary Education Sector investment Program           |
| 6.  | Ms. Salina Zaman<br>Assistant Director (Training-1)                       | Directorate of Secondary and Higher Education           |
| 7.  | Mr. Muhammad Jakir Hussain<br>Assistant Director (General Administration) | Directorate of Secondary and Higher Education           |
| 8.  | Ms. Farhana Akter<br>Assistant Director (College-3)                       | Directorate of Secondary and Higher Education           |
| 9.  | Mr. Md. AnowarulAwal Khan<br>Assistant Director (Training-3)              | Directorate of Secondary and Higher Education           |
| 10. | Ms. Selina Akhter<br>Research Officer (Finance and Procurement)           | Directorate of Secondary and Higher Education           |
| 11. | Ms. Arjuna Khatun<br>Procurement Officer (Finance and Procurement)        | Directorate of Secondary and Higher Education           |
| 12. | Mr. Md. Azim Kabir<br>Research Officer (Planning and Development)         | Directorate of Secondary and Higher Education           |
| 13. | Dr. Parvez Sazzad Chowdhury<br>Curriculum Specialist                      | CDW, National Curriculum and Textbook Board, Bangladesh |
| 14. | Mr. Samiul Bashir<br>Curriculum Specialist                                | CDW, National Curriculum and Textbook Board, Bangladesh |
| 15. | Mr. Md. Ikramuzzaman Khan<br>Curriculum Specialist                        | CDW, National Curriculum and Textbook Board, Bangladesh |
| 16. | Ms. Sherina Akhter<br>Training Specialist                                 | National Academy for Educational Management             |

| Sl. | Name and Designation  | Offices  |
|-----|---|--|
| 17. | Ms. Mafruha Nazneen<br>Training Specialist                      | National Academy for Educational Management              |
| 18. | Ms. Lipika Rani Saha<br>Specialist (Examination & Evaluation)   | BEDU, Board of Intermediate & Secondary Education, Dhaka |
| 19. | Md. Shamsul Huda<br>Research Officer (Examination & Evaluation) | BEDU, Board of Intermediate & Secondary Education, Dhaka |

**Para 2:**

- a) Part of the expenses will be borne by Bangladesh Institute of Management as per contract with Secondary Education Sector Investment Program and additional expenses beyond the contract provision will be borne by the Trainees at their own.
  - 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, Ministry of Education within 15(fifteen) days of their return.
2. This is issued with the approval of the competent authority.



(Nasrin Mukty)  
Deputy Secretary  
Phone: 9564552

e-mail : sas\_dev1@moedu.gov.bd

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Date: 08/11/2018

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

- 1) The Secretary, Ministry of Foreign Affairs, Dhaka.
- 2) H.E. The High Commissioner of India, House-2, Road-142, Gulshan, Dhaka.
- 3) H.E. The Ambassador of Bhutan, House No. 12, Road No. 107, Gulshan-2, Dhaka.
- 4) H.E. The High Commissioner of Bangladesh, 9, Bangabandhu Sheikh Mujib Sarani, Kolkata
- 5) H.E. The High Commissioner of Bangladesh House No.2/A, Plot No. HIG-3, Upper Chubachu, Thimphu, P.O.Box 178, Thorilan, Bhutan
- 6) H.E The Ambassador, Embassy of the People's Republic of Bangladesh, India and Bhutan
- 7) Additional Secretary (Admin & Finance)/Development), Secondary and Higher Education Division, Ministry of Education, Dhaka.
- 8) Director General, Directorate of Secondary and Higher Education Bangladesh, Dhaka.
- 9) Director General, Directorate of Immigration & Passport, Dhaka.
- 10) Joint Program Director, Secondary Education Sector Investment Program (SESIP), Dhaka.
- 11) Mr/Mrs, .....
- 12) P.S to Secretary, Secondary and Higher Education Division, Ministry of Education, Dhaka..
- 13) Senior System Analyst, Secondary and Higher Education Division, Ministry of Education, Dhaka (with a request to publish in the web site).
- 14) Senior Assistant Secretary, Consular Section, Ministry of Foreign Affairs, Dhaka.
- 15) Immigration Officer, .....

(Nasrin Mukty)  
Deputy Secretary