

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

No: 37.00.0000.084.01.002.16-170

Date: 06.07.2017

From: Md. Jahirul Islam
Deputy Secretary

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

Subject: Government's approval to attend the training on "Advanced Certificate Course on Women Empowerment Through Technical and Vocational Education" to be held from 26 July to 19 September 2017 at National Institute of Technical Teachers Training and Research (NITTTR), Chennai, India.

The undersigned is directed to convey the government's approval to Ms Maksuda Begum, Project Officer, Teaching Quality Improvement-II (TQI-II) Project, Dhaka to attend the above mentioned training program under the following terms & conditions:

- a. All expenses related to her participation will be borne by the Indian Technical and Economic Cooperation (ITEC).
 - b. She will not be provided with any part of the salary and allowances in foreign currency.
 - c. The period of her stay abroad including transit period will be treated as on duty.
 - d. She will not be allowed to stay abroad more than the approved period.
 - e. She will have to submit a report to the Secondary and Higher Education Division within 15 (fifteen) days of her return.
2. This is issued with the approval of the competent authority.


-s d
(Md. Jahirul Islam)
Deputy Secretary
Phone: 9574090
e-mail : ds_training@moedu.gov.bd

No: 37.00.0000.084.01.002.16-170/1(16)

Date: 06.07.2017

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

- 1) The Secretary, Secondary & Higher Education Division, Ministry of Education, Bangladesh Secretariat, Dhaka.
- 2) The Secretary, Ministry of Foreign Affairs, Dhaka.
- 3) H.E. The High Commissioner, High Commission of the People's Republic of Bangladesh, EP-39, Dr.S.Radhakrishnan Marg, Chanakypauri, New Delhi-110021, India.
- 4) H.E. The High Commissioner, High Commission of India, House #2, Road # 142, Gulshan, Dhaka.
- 5) Additional Secretary (Admin & Finance/Development), Secondary & Higher Education Division, Ministry of Education, Dhaka.
- 6) Director General, Directorate of Secondary and Higher Education, Dhaka.
- 7) Project Director, Teaching Quality Improvement-II (TQI-II) Project, Dhaka.
- 8) Director General, Directorate of Immigration & Passport, Dhaka.
- 9) Ms Maksuda Begum, Project Officer, Teaching Quality Improvement-II (TQI-II) Project, Dhaka.
- 10) P.S to Secretary, Secondary & Higher Education Division, Dhaka.
- 11) Director, Hazrat Shahjalal International Airport, Dhaka.
- 12) Senior Assistant Secretary, Consular Section, Ministry of Foreign Affairs, Dhaka (With a request to process Note Verbal to the High Commission of India in Dhaka for issuing visa in favour of her)
- 13) Senior System Analyst, Secondary & Higher Education Division (with a request to publish in the web site).
- 14) Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.


(Md. Jahirul Islam)
Deputy Secretary