

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: 37.00.0000.084.01.004.16 (part-3)-168

Date: 17.09.2017

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 15-28 October 2017 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 15-28 October 2017 or a nearest available date under the terms and conditions described in para 2:

SL No	Name and Designation	Offices
01.	Ahmed Shamim Al Razi Joint Secretary	Secondary and Higher Education Division, Ministry of Education
02.	Dr. Md. Selim Miah Director	Directorate of Secondary and Higher Education
03.	Md. Abdullah Al Mamun Deputy Secretary	Secondary and Higher Education Division, Ministry of Education
04.	Jinnat Rehana Deputy Secretary	Secondary and Higher Education Division, Ministry of Education
05.	Murshida Sharmin Deputy Secretary	Secondary and Higher Education Division, Ministry of Education
06.	Kazi Sharif Uddin Principal	Mohammadpur Model School & College, Dhaka
07.	Mohammed Anamul Ahasan Deputy Director	Implementation, Monitoring & Evaluation Division
08.	Mahbuba Khatoon Minu Chief Accounts Officer	Ministry of Education
09.	Md. Zakir Hossain APS to Hon'ble Education Minister	Ministry of Education
10.	Asma Nasrin Senior Assistant Chief	Secondary and Higher Education Division, Ministry of Education
11.	Mohammad Rafiqul Islam Senior Assistant Chief	Secondary and Higher Education Division, Ministry of Education
12.	Dr. Rehena Khatun Assistant Project Director	Teaching Quality Improvement-2 (TQI-2) in Secondary Education Project, Dhaka
13.	Tahmina Begum Training Specialist	National Academy for Educational Management (NAEM), Dhaka
14.	Mohammad Rafiqul Islam Research Officer	National Curriculum & Textbook Board (NCTB), Dhaka
15.	Ismat Ara Mamataz Assistant Teacher	Government Laboratory High School, Dhanmondi, Dhaka
16.	Monira Tul Alam Assistant Teacher	Rani Bilas Moni Govt. Boys' High School, Gazipur
17.	Monir Uzzaman Assistant Teacher	Khairullah Govt. Girls' High School Gofargaon, Mymensingh
18.	Mohammad Abdul Hafiz Assistant Teacher	Comilla Zilla School, Comilla
19.	Salena Khatun Assistant Teacher	Rajshahi Govt. Girls' High School, Motihar, Rajshahi

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. Rakibus Sultan, husband of Dr. Rehana Khatun, Assistant Project Director, Teaching Quality Improvement-2 (TQI-2) in Secondary Education Project, Dhaka will accompany his wife during this visit. All expenses related to his travel will be borne by himself.

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

Sincerely yours'

Khaleda Akhtar
Khaleda Akhtar

Deputy Secretary

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No: 37.00.0000.084.01.004.16 (part-3)-168/1(40)

Date: 17.09.2017

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

1. The Senior Secretary, Ministry of Public Administration, Dhaka
2. The Secretary, Secondary and Higher Education Division, Ministry of Education, Dhaka
3. The Secretary, Ministry of Foreign Affairs, Dhaka
4. The Secretary, Implementation, Monitoring & Evaluation Division, Dhaka
5. H.E The High Commissioner, High Commission of the People's Republic of Bangladesh, Canberra, 21 Culgoa Circuit, O'Malley ACT 2606, Canberra, Australia
6. H.E the High Commissioner, High Commission of Australia, 184, Gulshan Avenue, Gulshan #2, Dhaka-1212
7. Additional Secretary (Admin & Finance/Development), Secondary and Higher Education Division, Dhaka.
8. Project Director (Additional Secretary), Teaching Quality Improvement-2 (TQI-2) in Secondary Education Project, Dhaka
9. Director General, Directorate of Secondary and Higher Education, Dhaka
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. PS to Hon'ble Minister, Ministry of Education, Dhaka
14. Principal, Mohammadpur Model School & College, Dhaka
15. Mr/Mrs.
16. P.S to Secretary, Secondary and Higher Education Division, Ministry of Education, Dhaka.
17. Director, Hazrat Shahjalal International Airport, Dhaka
18. Senior Assistant Secretary, Consular Section, Ministry of Foreign Affairs, Dhaka (With a request to process Note Verbal for visa in favor of them)
19. Senior System Analyst, Secondary and Higher Education Division, Ministry of Education, Dhaka (with a request to publish in the web site)
20. Head Teacher, Government Laboratory High School, Dhanmondi, Dhaka/ Rani Bilas Moni Govt. Boys' High School, Gazipur/Khairullah Govt. Girls' High School Gofargaon, Mymensingh/ Comilla Zilla School, Comilla/Rajshahi Govt. Girls' High School, Motihar, Rajshahi
21. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka

Khaleda Akhtar
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Deputy Secretary