

To be replaced with same memo and date

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

No: 37.00.0000.000.03.001.18-171

Date: 31.10.2018

From: Khaleda Akhtar
Deputy Secretary

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

Subject: Government's approval to attend the Regional Short-Term Study Tour on 'Capacity Building of Head Teacher/Principal' to be held from 19 November to 02 December 2018 or the nearest possible date at International Centre for Development Communication (ICDC), Kasetsart University, Thailand.

Sir,

The undersigned is directed to convey the sanction of the Government of the People's Republic of Bangladesh to the following Officials/Head Teachers to attend the above-mentioned training program to be held from 19 November to 02 December 2018 or the nearest possible date under the terms and conditions described in paragraph two:

Sl	Name & Designation	Offices/Institution
1.	Dr. Rehena Khatun Assistant Project Director	TQI-II Project
2.	Rizwanul Haque Project Officer	TQI-II Project
3.	Selina Akhter Research Officer	Directorate of Secondary and Higher Education Dhaka
4.	Dina Bandhu Roy Head Teacher	Lemubari Binoda Sundori High School, Manikgonj
5.	Suvasish Kumar Biswas Head Teacher	Model Academy, Mirpur, Dhaka
6.	Rasheda Akter Head Teacher	Comilla Zilla School, Comilla
7.	Muhammad Nurul Haque Head Teacher	Shaistagonj Islami Academy & High School Hobigonj
8.	Rajendra Nath Sarkar Head Teacher	Rajshahi B.B. Hindu Academy, Boalia, Rajshahi
9.	Md. Mahafuzul Hossain Head Teacher	V.J. Govt. High School, Chuadanga
10.	Abu Saleh Md. Musa Head Teacher	Par Mathurapur Secondary School, Jhenidah
11.	Md. Abu Hasan Sarder Head Teacher	Chuadanga Krishna Nagar Secondary School, Jessore
12.	Mohadeb Chandra Dey Head Teacher	Deedar Model High School, Comilla
13.	Shumsune Nahar Makshuda Head Teacher	Jamalpur Zilla School, Jamalpur
14.	Rezina Akhter Head Teacher	Manikgonj Govt. High School, Manikgonj
15.	Md. Nurul Islam Head Teacher	United Islamia Govt. High School, Madaripur
16.	Nazmun Nahar Shaheen Head Teacher	Motijheel Govt. Girls' High School, Dhaka
17.	Shahana Banu Head Teacher	Gaibandha Govt. Boys High School, Gaibandha
18.	Shahnaz Kabir Head Teacher	S.V Govt. Girls' High School, Kishoregonj
19.	Mohammed Abdul Mumith Head Teacher	Raja G.C. High School, Sylhet



SI	Name & Designation	Offices/Institution
20.	Saleh Ahmmed Head Teacher	Omar Ali High School, Chatkhil, Noakhali
21.	Abdur Rashid Head Teacher	Gobra Parbati Bidyapith, Narail
22.	Mst. Rizia Khatun Head Teacher	Raynagor Sunrise Secondary School, Sreepur, Magura
23.	Md. Idris Ali Head Teacher	BCSIR High School, Dhaka
24.	Most. Farhana Akter Head Teacher	Bagerhat ML Collegiate School, Bagerhat
25.	Md. Abdus Samad Head Teacher	Ranigonj High School, Sunamgonj
26.	Nasreen Sultana Head Teacher	Mirpur Govt. High School, Dhaka

02. **Terms and Conditions:**

- All expenses related to their participation will be borne by the Teaching Quality Improvement-2 (TQI-2) Project;
- 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 Secretary, Secondary & Higher Education Division, Ministry of Education within 15 (fifteen) days after their return.

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

Sincerely yours,

sd
7/11/18

Khaleda Akhtar
Deputy Secretary
Phone: 9569726

e-mail: sas_dev2@moedu.gov.bd

No: 37.00.0000.000.03.001.18-171

Date: 31.10.2018

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

- The Secretary, Secondary and Higher Education Division, Ministry of Education
- The Secretary, Ministry of Foreign Affairs
- H.E. The Ambassador, The Royal Thai Embassy, House# 14, Road# 11, Baridhara, Dhaka
- H.E. Ambassador, Embassy of the People's Republic of Bangladesh, House# 727, Thonglor, Soi-55, Sukhumvit Road, Bangkok 10110, Thailand.
- Additional Secretary (Admin & Finance/Development), Secondary and Higher Education Division, Ministry of Education
- Project Director (Additional Secretary), Teaching Quality Improvement (TQI-II) Project, Shikkha Bhaban, Dhaka.
- Director General, Directorate of Secondary and Higher Education, Shikkha Bhaban, Dhaka
- Director General, Directorate of Immigration & Passport, Agargoan, Dhaka
- Director, Hazrat Shahjalal International Airport, Dhaka
- PS to Hon'ble Minister, Ministry of Education
- PS to Secretary, Secondary and Higher Education Division, Ministry of Education
- Upazilla Secondary Education officer,
- Ms./Mr.....
- Senior Assistant Secretary, Consular Section, Ministry of Foreign Affairs, Dhaka
(With a request to issue Note Verbal for visa in favor of delegations)
- Senior System Analyst, Secondary & Higher Education Division, Ministry of Education
(With a request to upload the order in the website)
- Immigration Officer, Hazrat Shahjalal International Airport, Dhaka

sd
7/11/18

Khaleda Akhtar
Deputy Secretary
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