

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: 37.02.0000.084.25.018.15(part-3)-550

Date: 10.12.2017

From: Sayeed Mahbub Khan  
Deputy Secretary

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

Subject: To attend the program on "7th ADB International Skills Forum: Anticipating and Preparing for Emerging Skills and Jobs" to be held from 10 December to 14 December, 2017 at Philippines.

Sir,

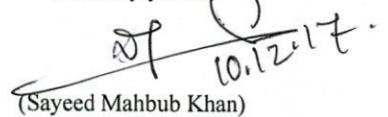
The undersigned is directed to convey the sanction of the Government of the People's Republic of Bangladesh to Mr. Shipon Kumar Das (Passport No. OC 0213729), Deputy Director (Program), SESIP, Dhaka to attend the above mentioned program to be held from 10 December to 14 December, 2017 or a nearer date under the terms and conditions described in para 2:

**Para 2:**

- a) All expenses related to their participation will be borne by the Asian Development Bank (ADB).
- b) He will not be provided any part of the salary and allowances in foreign currency;
- c) The period of his stay abroad including transit period will be treated as on duty;
- d) He will not be allowed to stay abroad more than the approved period and
- e) He 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.

Sincerely yours

  
(Sayeed Mahbub Khan)

Deputy Secretary  
Phone: 9564552

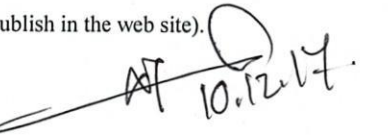
e-mail : sas\_dev1@moedu.gov.bd

No: 37.02.0000.084.25.018.15(part-3)- 550 (15)

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

- 1) The Secretary, Secondary and Higher Education Division, Ministry of Education, Dhaka.
- 2) The Secretary, Ministry of Foreign Affairs, Dhaka.
- 3) H.E. The Ambassador, Embassy of the Republic of Philippines, House # 6, Road # 101, Gulshan # 2, Dhaka.
- 4) H.E. The Ambassador, Embassy of the People's Republic of Bangladesh, 2nd floor Universal-Re Building, 106 Paseo de Roxas, Makati City, Metro Manila, Philippines.
- 5) Additional Secretary (Admin & Finance)/Development, Secondary and Higher Education Division, Ministry of Education, Dhaka.
- 6) Director General, Directorate of Secondary and Higher Education Bangladesh, Dhaka.
- 7) Director General, Directorate of Immigration & Passport, Dhaka.
- 8) Joint Program Director, Secondary Education Sector Investment Program (SESIP), Dhaka.
- 9) P.S to Secretary, Secondary and Higher Education Division, Ministry of Education, Dhaka.
- 10) Director, Hazrat Shahjalal International Airport, Dhaka.
- 11) Mr. ....
- 12) Senior Assistant Secretary, Consular Section, Ministry of Foreign Affairs, Dhaka (With a request to process Note Verbal to the Embassy of Philippines in Dhaka for issuing visa in favor of them)
- 13) Senior System Analyst, Secondary and Higher Education Division (with a request to publish in the web site).
- 14) District Education Officer, .....
- 15) Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.

  
(Sayeed Mahbub Khan)  
Deputy Secretary