

The memorandum of the same date, and successor
Government of the People's Republic of Bangladesh
Secondary & Higher Education Division
Ministry of Education
Training Section
www.shed.gov.bd

No: 37.00.0000.061.25.040.2016-552

Date : 27.12.2017

From: Jakia Pervin
Deputy Secretary

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

Subject: Information Note and draft programme of the 20th Conference of Commonwealth Education Minister's Meeting (20 CCEM) to be held in Nadi, Fiji from 19-23 February, 2018.

The undersigned is directed to convey the sanction of the Government of the People's Republic of Bangladesh to Secondary & Higher Education Division, Ministry of Education to attend the above mentioned programme under the following terms & conditions:

Sl. No.	Name	Designation & Offices	Period & Country
01.	Mr. Md. Aminul Islam Khan	Additional Secretary Secondary & Higher Education Division, Ministry of Education	19-23 Febuary 2018 Fiji
02.	Mr. Nazmul Haque Khan	Joint Secretary Ministry of Education	19-23 Febuary 2018 Fiji

- i) Expenses related to his participation (Round trip business class air fare, Pocket money and other permissible expenses according to his privilege will be borne by Secondary & Higher Education Division, Ministry of Education ;
- ii) They will not be provided any part of the salary in foreign currency;
- iii) The Period of Their stay in abroad including transit period will be treated as on duty;
- iv) They will not be allowed to stay abroad more than the approved period;
- v) They will have to submit a report to the Secondary & Higher Education Division, Ministry of Education with in 15 days of his return.
02. This order is issued with the approval of the competent authority.

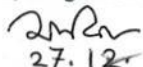
Jakia Pervin
Deputy Secretary
Phone: 9512205
e-mail: moebudgetsection@gmail.com

No: 37.00.0000.061.25.040.2016- 551/1(15)

Date: 27.12.2017

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

1. The Secretary, Secondary & Higher Education Division, Ministry of Education, Bangladesh, Dhaka.
2. The Secretary, Ministry of Foreign Affairs, Dhaka.
3. H.E The Ambassador Embassy of Fiji Bangladesh, Dhaka.
4. H.E The Ambassador, Embassy of the People's Republic of Bangladesh, Fiji.
5. Additional Secretary (Admin & Finance), Secondary & Higher Education Division, Ministry of Education, Bangladesh Secretariat, Dhaka.
6. Additional Secretary (Admin), Secondary & Higher Education Division, Ministry of Education, Bangladesh Secretariat, Dhaka.
7. Director General, Directorate of Secondary & Higher Education Bangladesh, Dhaka.
8. P.S. to Minister, Ministry of Education, Bangladesh Secretariat, Dhaka.
9. Director General, Directorate of Immigration & Passport, Dhaka.
10. Director General (Consular), Consular Section, Ministry of Foreign Affairs, Dhaka.
11. Director, Hazrat Shahjalal International Airport, Dhaka.
12. P.S. to Secretary, Secondary & Higher Education Division, Ministry of Education, Bangladesh, Dhaka.
13. Senior System Analyst, Secondary & Higher Education Division, Ministry of Education, Bangladesh Secretariat, Dhaka (With a request to publish the G.O. at SHED website).
14. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.
15. Accounts Officer, Secondary & Higher Education Division, Ministry of Education, Bangladesh Secretariat, Dhaka.


27.12.2017
Jakia Pervin
Deputy Secretary