

(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: 37.00.0000.084.01.005.15 (part)-480

Date: 29.10.2017

From: Sayeed Mahbub Khan
Deputy Secretary

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

Subject: **To attend the "Study Tour" to be held in Philippines from 26 November, 2017 to 05 December 2017 or nearest possible date.**

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 study tour under the terms and conditions of para-2.

SL No	Name and Designation	Offices
1.	Mr. Abu Kaisar Khan Senior Assistant Secretary	Secondary and Higher Education Division.
2.	Mr. Muhammad Jakir Hussain Assistant Director, (General Administration)	Directorate of the Secondary and Higher Education.
3.	Ms. Afsana Kabir Project Officer	Secondary Education Quality and Access Enhancement Project (SEQAEP)
4.	Ms. Mahbuba Khanam Project Officer	Secondary Education Quality and Access Enhancement Project (SEQAEP)
5.	Mr. Bulbul Ahmed Project Officer	Secondary Education Quality and Access Enhancement Project (SEQAEP)
6.	Ms. Munni Hossain Project Officer	Secondary Education Quality and Access Enhancement Project (SEQAEP)
7.	Mr. Moazzem Hossain Accounts Officer	Secondary Education Quality and Access Enhancement Project (SEQAEP)
8.	Mr. Ramesh Chandra Biswas District Education Officer	District Education Office, Pirojpur.
9.	Ms. Mala Rani Biswas Upazilla Secondary Education Officer	Upazilla Secondary Education Office, Magura Sadar, Magura.
10.	Ms. Nigar Sultana Chowdhury Upazilla Secondary Education Officer	Upazilla Secondary Education Office, Harirampur, Manikgonj.
11.	Shah Md Kamal Pervez Upazilla Secondary Education Officer	Upazilla Secondary Education Office, Companigonj, Noakhali.
12.	Mr. Md Delwar Hossain Upazilla Secondary Education Officer	Upazilla Secondary Education Office, Kaliakoir, Gazipur.
13.	Mr. Md Rajab Ali, Upazilla Secondary Education Officer	Upazilla Secondary Education Office, Kutubdia, Cox's Bazar.
14.	Mr. Md Rafiqul Islam Bhuiyan Upazilla Secondary Education Officer	Upazilla Secondary Education Office, Ramgarh, Khagrachari.
15.	Mr. Md Kamal Hossain Head Teacher	Ranihati M.L. High School, Shibgonj, Chapainawabgonj.
16.	Mr. Md Faizul Amin Sarker Principal	Gopalpur Darul Ulum Kamil Madrasha, Gopalpur, Tangail.
17.	Mr. Md Ashrafuzzaman. Head Teacher	R R High School, Meherpur Sadar, Meherpur.
18.	Mr. Md A Razzaque Mondol, Head Teacher	Jagla HM High School, Magura Sadar, Magura.
19.	Mr. Md Nur Nabi Sarkar, Head Teacher	Nutan Anantapur Girls High School, Ulipur, Kurigram.
20.	Mr. Md Shah Alam, Head Teacher	WB Union Model Institution, Wazirpur, Barishal.
21.	Mir Amir Hossin, Head Teacher	Kachia Shahmother Secondary School, Bhola Sadar, Bhola.

SL No	Name and Designation	Offices
22.	Mr. Mohammed Sahab Uddin, Head Teacher	Lauta High School, Bianibazar, Sylhet.
23.	Mr. Suja Mohammed Zakaria, Principal (Acting)	Fulshaind B.L. High School & College, Golapgonj, Sylhet.
24.	Mr. Md Iqbal Hossain, Head Teacher,	Jibnagar ML High School, Chatkhil, Noakhali.
25	Mr. Md Shahidul Islam, Head Teacher	Daulatpur ABC High School, Fatikchari, Chittagong.

Para 2:

- a) All expenses related to their participation will be borne by the Secondary Education Quality and Access Enhancement Project (SEQAEP).
 - 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.
 - e) They will have to submit a report to the Secondary and Higher Education Division within 15(fifteen) days of their return.
2. This is issued with the approval of the competent authority.

Sincerely yours'

(Sayeed Mahub Khan)

Deputy Secretary

Phone: 9564552

e-mail : sas_dev1@moedu.gov.bd

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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) Project Director, Secondary Education Quality and Access Enhancement Project (SEQAEP), Dhaka.
- 7) Director General, Directorate of Immigration & Passport, Dhaka.
- 8) P.S to Secretary, Secondary and Higher Education Division, Ministry of Education, Dhaka.
- 9) Director, Hazrat Shahjalal International Airport, Dhaka.
- 10) Mr. -----
- 11) Senior Assistant Secretary, Consular Section, Ministry of Foreign Affairs, Dhaka (With a request to process Note Verbal to the Embassy of Thailand and Philippines in Dhaka for issuing visa in favor of them)
- 12) Senior System Analyst, Secondary and Higher Education Division (with a request to publish in the web site).
- 13) Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.

(Sayeed Mahub Khan)

Deputy Secretary