

Government of the People's Republic of Bangladesh
Department of Disaster Management
92-93, Mohakhali C/A Dhaka-1212
www.ddm.gov.bd

Memo No.51.01.0000.307.25.002.15 (Part-1)- 26

Date: 02/02/2017


To : Chief Accounts Officer
Ministry of Disaster Management and Relief
16, Abdul Gani Road, Dhaka-1000.

Subject : **Government Order to Participate in Advance Field Level Training in Lebanon on 22 March to 09 April 2017.**

Ref : Save the Children's Letter, Dated: January 25, 2017.

The undersigned is directed to convey the sanction of the Government of the People's Republic of Bangladesh in respect of Mr. Mohammad Hafizur Rahman, Project Implementation Officer, Department of Disaster Management and Mr. Abul Kalam Azad, Personal Assistant to Director General, Department of Disaster Management to Participate in Advance Field level Training in Lebanon on 22 March to 09 April 2017 in Lebanon under the following terms and conditions:

- a. While participating in the course on journey to & from they will be treated as on duty.
 - b. They will draw their Salary & allowances in local currency. No part of it shall be drawn in foreign currency.
 - c. Organizing authority will bear all the expenses of the participations.
 - d. They will leave Dhaka for Lebanon on 22 March 2017 or on a nearer date and will leave Lebanon for Dhaka on 09 April 2017 or on a nearer date.
 - e. They will not be allowed to stay abroad more than the approved period.
 - f. They have to submit a report to the Department of Disaster Management within 15 (Fifteen) days of return in the country.
02. This order is issued with approval of the competent authority.

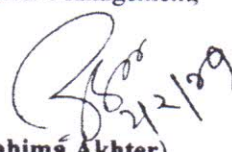

(Rahima Akhter)
Deputy Secretary
Deputy Director (Training)
Tele: 02-9859630

Memo No.51.01.0000.307.25.002.15 (Part-1)- 26

Date: 02/02/2017

Copy forwarded for kind information and necessary action to : (Not according to Seniority) :

1. H.E. Ambassador, The Embassy of the People's Republic of Bangladesh, Beirut, Lebanon.
2. Director General, Department of Disaster Management, 92-93 Mohakhali, C/A Dhaka.
3. Director General, Department of Immigration and Passport, Agargaon, Dhaka.
4. Director General, (Consular), Ministry of Foreign Affairs, Dhaka. (With request to issue Note verbal)
5. Director, Hazrat Shahjalal International Airport, Dhaka.
6. Director (admin), Department of Disaster Management.
7. Shahana Hayat, Manager-Humanitarian Talent Development Project Under Humanitarian Sector, House CWN (A) 35, Road 43, Gulshan 2, Dhaka-1212.
8. Mr. Mohammad Hafizur Rahman, Project Implementation Officer, Department of Disaster Management, Dhaka.
9. Mr. Abul Kalam Azad, Personal Assistant to Director General, Department of Disaster Management, Dhaka.
10. Office Copy.


(Rahima Akhter)
Deputy Secretary
Deputy Director (Training)