

Government of the people's Republic of Bangladesh
Ministry of Defence
Gana Bhaban Complex
Sher-e-Bangla Nagar, Dhaka
www.mod.gov.bd

No 23.00.0000.040.25.263.15-48

Date: 4/03/2018

To: Chief Accounts Officer
Ministry of Defence
HBFC Bhaban
22, Purana Paltan, Dhaka

Sir,

I am directed to convey the sanction of deputation in favour of Nayma Baten, Meteorologist and Mohammad Mizanur Rahman Khan Chowdhury, Meteorologist, Bangladesh Meteorological Department to attend the 'JMA/WMO Workshop on Quality Management of Surface Observations-RA II WIGOS Project'. The Workshop will be held in Tokyo, Japan from 19-23 March 2018 (excluding travelling/transit period).

2. The terms and conditions of sanction are as follows:

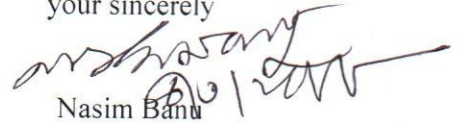
- The period of tour including transit will be treated as on duty.
- They will draw their pay and allowances in local currency.
- They will submit a report within 15 days after their return.
- Overstay will not be permitted; and
- All expenses in this connection including round trip air passage will be borne by Japan Meteorological Agency (JMA).

Meteorological

Agency (JMA).

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

your sincerely



Nasim Banu

Deputy Secretary

Phone: +880 29141571

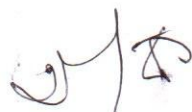
E-mail: d4@mod.gov.bd

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Copy forwarded for kind information & necessary action to (not according to seniority):

- H.E Ambassador, Embassy of the Japan, Dutabash Rd. Dhaka Bangladesh.
- Secretary, Ministry of Foreign affairs, Dhaka (With a request to issue a note verbale)
- Director general, Immigration and Passports, Agargaon, Dhaka.
- Director, Hazarat Shah Jalal (R) International Airport, Dhaka.
- General Manager, Foreign Exchange Policy Department, Bangladesh Bank, Dhaka.
- Director, Bangladesh Meteorological Department, Dhaka.
- Ms. Nayma Baten, Meteorologist, Bangladesh Meteorological Department, Dhaka.
- Mr. Mohammad Mizanur Rahman Khan Chowdhury, Meteorologist, Bangladesh Meteorological Department, Dhaka.
- Private Secretary to the Secretary, Ministry of Defence, Dhaka.
- System Analyst, Ministry of Defence, Dhaka (With a request for published in website)
- Personal Officer to the Additional Secretary, Ministry of Defence, Dhaka.



Nasim Banu
Deputy
Secretary