

Government of the People's Republic of Bangladesh
Ministry of Expatriates' Welfare & Overseas Employment
Probashi Kallyan Bhaban
71-72 Old Elephant Road, Eskaton Garden, Ramna, Dhaka-1000.
Administration Section
www.probashi.gov.bd

No. 49.00.0000.015.25.003.14.61
01-2017

Date: 12-01-17

From: Ameer Abdullah Mohd Manzurul Karim
Senior Assistant Secretary

To: Chief Accounts Officer
Ministry of Expatriates' Welfare & Overseas Employment

Sub: Participation of the delegates of Ministry of Expatriates' Welfare & Overseas Employment in the 7th ADBI-OECD-ILO Roundtable on Labour Migration in Asia event from 18-19 January, 2017 in Manila, Philippines.

The undersigned is directed to convey the Government's sanction to the following delegates of the Ministry of Expatriates' Welfare & Overseas Employment to participate in the 7th ADBI-OECD-ILO Roundtable on Labour Migration in Asia event to be held on 18-20 January, 2017 in Manila, Philippines (excluding travel time) under the following terms and conditions:

1 Mr. Mohammad Shaheen, Deputy Secretary, Ministry of Expatriates' Welfare & Overseas Employment.

02. Terms and conditions:

- (a) The visit will commence from the date of departure.
- (b) The period of visit including transit will be treated as on duty.
- (c) He will draw his usual pay and allowances from Bangladesh in local currency.
- (d) Air Ticket, board and lodging expenses of Mr. Mohammad Shaheen, Deputy Secretary, Ministry of Expatriates' Welfare & Overseas Employment will be borne by the Asian Development Bank Institute (ADBI). In addition to that 30% Pocket Money according to foreign tour rules Article-11 and 25% transit allowance according to Article 13(B) & 13(D) will be borne by the Ministry of Expatriates' Welfare & Overseas Employment.
- (e) On return from abroad he will submit a report on the said programme within 15 days.

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

Ameer
12-01-17
(Ameer Abdullah Mohd Manzurul Karim)
Senior Assistant Secretary (Admin)
Mobile:+8801712703999
Phone: 9349314
Fax : 9330766
Email-sasadmin@probashi.gov.bd

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

- 01 Senior Secretary, Ministry of Public Administration, Dhaka.
- 02 Senior Secretary, Ministry of Home Affairs, Dhaka.
- 03 Foreign Secretary, Ministry of Foreign Affairs, Segunbagicha, Dhaka.
- 04 H.E Ambassador, Embassy of the People's Republic of Bangladesh, Manila, Philippines.
- 05 Director General (Consular & Welfare), Ministry of Foreign Affairs.
(He is requested to issue Note Verbale for visa in favor of concerned officers)
- 06 Director General, Department of Immigration & Passport, Agargaon, Dhaka.
- 07 PS to the Hon'ble Minister, Ministry of Expatriates' Welfare & Overseas Employment.
- 08 PS to Secretary, Ministry of Expatriates' Welfare & Overseas Employment.
- 09 Mr. Mohammad Shaheen, Deputy Secretary, Ministry of Expatriates' Welfare & Overseas Employment.
- 10 Officer in Charge, Welfare Desk, Hazrat Shahjalal International Airport, Dhaka.
- 11 Assistant Programmer, Ministry of Expatriates' Welfare & Overseas Employment
(Requested to upload it in the Ministry's Website).
- 12 P.O to Additional Secretary (Admin), Ministry of Expatriates' Welfare & Overseas Employment.
- 13 Office Copy.

Ameer
12-01-17

(Ameer Abdullah Mohd Manzurul Karim)
Senior Assistant Secretary