

গণপ্রজাতন্ত্রী বাংলাদেশ সরকার  
জনপ্রশাসন মন্ত্রণালয়  
বিদেশ প্রশিক্ষণ অধিশাখা  
[www.mopa.gov.bd](http://www.mopa.gov.bd)

নং-০৫.০০.০০০০.২০২.০০০.০০৩.১৭-৫৬৪

তারিখ: ০৬/১১/২০১৭ খ্রি.

বিষয়: ডিয়েতনামের National Academy of Public Administration (NAPA)-তে অনুষ্ঠেয় ৮৩তম সিনিয়র স্টাফ কোর্স (এসএসসি) এর বৈদেশিক এক্সপোজার ডিজিটে অংশগ্রহণকারী কর্মকর্তাদের ত্রিফিং।

উপর্যুক্ত বিষয়ের আলোকে জানানো যাচ্ছে যে, আগামী ১২/১১/২০১৭ হতে ২১/১১/২০১৭ তারিখ মেয়াদে National Academy of Public Administration (NAPA), ডিয়েতনামে ৮৩তম এসএসসি কোর্সের প্রশিক্ষণার্থীদের এক্সপোজার ডিজিট অনুষ্ঠিত হবে। উক্ত ডিজিটে অংশগ্রহণকারীদের উদ্দেশ্যে এক ত্রিফিং সেশন আগামী ০৯/১১/২০১৭ তারিখ বৃহস্পতিবার দুপুর ১২:৩০ টায় জনপ্রশাসন মন্ত্রণালয়ের সম্মেলন কক্ষ (ভবন নম্বর-০২, ৪র্থ তলা) বাংলাদেশ সচিবালয়, ঢাকায় অনুষ্ঠিত হবে। এ ত্রিফিং সেশনে জনপ্রশাসন মন্ত্রণালয়ের উর্ধ্বতন কর্মকর্তাসহ নিম্নোক্ত কর্মকর্তাগণ উপস্থিত থাকবেন:

**Course Management**

Sl. No.	ID no.	Name	Designation	Place of posting
1.	15513	Mr. Alauddin Ali	Senior Assistant Secretary	Ministry of Public Administration
2.	-	Mr. A H M Masum Billah	Public Relation Officer (Senior Information Officer)	Office of the Minister of State, Ministry of Public Administration.
3.	15159	Dr. Md Mizanur Rahman	Director (Deputy Secretary)	BPATC, Savar, Dhaka.

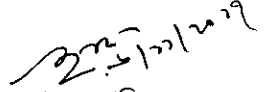
**Participants**

Sl. No.	ID no.	Name	Designation	Place of posting
1.	7526	Kazi Monower Hossain	Executive Director (Joint Secretary)	Insurance Development And Regulatory Authority
2.	5283	Mr. Md. Moksedur Rahman	General Manager (Joint Secretary)	FIDC, Rubber Division, Chittagong
3.	5839	Mst. Tajkera Khatun	Director (Joint Secretary)	IMED
4.	5779	Mr. Nesar Ahmed	Joint Secretary	M/O Primary and Mass Education
5.	5796	Mr. Md. Altaf Hussain Chaudhury	Zonal Settlement Officer (Joint Secretary)	Chittagong
6.	5577	Mst. Rashada Akhter	Joint Secretary	Finance Division
7.	5810	Mst. Ferdausi Akhter	Joint Secretary	Planning Division
8.	5815	Mr. Md. Mizanul Hoque Chowdhury	Joint Secretary	Finance Division
9.	5734	Mr. Md. Mahbub Hossain	Joint Secretary	M/O Public Administration
10.	5762	Mr. Md. Moniruzzaman	Joint Secretary	Finance Division
11.	5732	Mr. Md. Ali Kadar	Joint Secretary	M/O Public Administration
12.	P No.-796	Capt Md. Ziaul Hoque, (TAS), afwc, psc, BN	Captain	Haji Mohshin/DSCSC, Bangladesh Navy.
13.	5675	Mr. Mukesh Chandra Biswas	Director (Joint Secretary)	National Housing Authority
14.	BD/8443	Group Captain Sarker Ali Akbar, afwc, psc	Commander	Bangladesh Air Force Communication Unit, Dhaka Cantonment, Dhaka
15.	BA/4493	Col. Mashrur Hossain Bhuiyan, afwc, psc,	Colonel	Attached to Movement and Quartering Directorate Army HQ. Dhaka Cantonment
16.	5786	Mr. Md. Abdus Sattar	Secretary (Joint Secretary)	National Housing Authority
17.	5593	Mr. Md. Dalower Hossain	Joint Secretary	M/O Commerce
18.	5718	Mr. Suleman Khan	OSD (Joint Secretary)	Attached to Medical Education and Family Welfare Division
19.	5769	Mr. Muzaffar Ahmed	Joint Secretary	M/O Expatriates' Welfare & Overseas Employment
20.	5658	Dr. Md. Jahangir Alam	Joint Secretary	Public Security Division

Cont. page-2

21.	5713	Mr. Md. Ismiel Hossain	Secretary (Joint Secretary)	Bangladesh Economic Zone Authority
22.	5654	Mr. Mizanur Rahman	Member (Joint Secretary)	Bangladesh Export Processing Zone Authority
23.	5745	Mr. Badre Munir Firdaus	Deputy Managing Director (Joint Secretary)	Expatriate's Welfare Bank.
24.	5802	Mr. Abdun Noor Muhammad Al Firoz	Secretary (Joint Secretary)	Hotel International Ltd.
25.	5710	Mr. Md. Abdur Rauf	Joint Secretary	Local Government Division
26.	5495	Mr. Gokul Krishna Ghosh	Director (Joint Secretary)	NGO Affairs Bureau
27.	4021	Mr. Shah Mohammad Sanaul Hoque	OSD (Joint Secretary)	M/O Public Administration.
28.	5558	Mr. Md. Abdul Kader	OSD (Joint Secretary)	Attached to M/O Agriculture
29.	4236	Mr. Md. Rejaul Karim	Joint Secretary	Attached to Ministry of Shipping
30.	7444	Mr. Md. Musaraf Husain Molla	Joint Secretary	Ministry of Youth and Sports.
31.	5539	Dr. Shahnaz Arefin	Joint Secretary	Bangladesh National Parliament Secretariat

২। উক্ত ব্রিফিং সেশনে মনোনীত কর্মকর্তাগণকে যথাসময়ে উপস্থিত থাকার জন্য নির্দেশক্রমে অনুরোধ করা হলো।

  
ড. আবদুল হামিদ  
যুগ্মসচিব  
ফোন: ৯৫৭৪৪২৬  
[sasft.mopa@gmail.com](mailto:sasft.mopa@gmail.com)

**বিতরণ:**

জনাব/বেগম, .....  
.....।

**অনুলিপি সদয় অবগতির জন্য :**

- ১। অতিরিক্ত সচিব/অতিরিক্ত সচিব (সিপিটি/প্রশাসন), জনপ্রশাসন মন্ত্রণালয়।
- ২। যুগ্মসচিব (প্রশিক্ষণ), জনপ্রশাসন মন্ত্রণালয়।
- ৩। উপসচিব, নিরাপত্তা-২ অধিশাখা, জননিরাপত্তা বিভাগ, স্বরাষ্ট্র মন্ত্রণালয় (তালিকায় উল্লিখিত কর্মকর্তাগণকে সচিবালয়ে প্রবেশানুমতির অনুরোধসহ)।
- ৪। উপসচিব, প্রশাসন-৪ অধিশাখা, জনপ্রশাসন মন্ত্রণালয় (৪০ জনের আপ্যায়নের ব্যবস্থা গ্রহণের অনুরোধসহ)।
- ৫। সিনিয়র সচিব মহোদয়ের একান্ত সচিব, জনপ্রশাসন মন্ত্রণালয় (সিনিয়র সচিব মহোদয়ের সদয় অবগতির জন্য)।

(To be substituted by the same number and date)  
Government of the People's Republic of Bangladesh  
Ministry of Public Administration  
Foreign Training Branch  
[www.mopa.gov.bd](http://www.mopa.gov.bd)

No.05.00.0000.202.00.028.17-89

Date : 26/10/2017

To : Chief Accounts Officer  
Ministry of Public Administration  
22, Purana Paltan, Dhaka.

The undersigned is directed to convey the Government's approval to the following officers for participating in the Exposure Visit to be held at the National Academy of Public Administration (NAPA), Vietnam from 12/11/2017 to 21/11/2017 or a nearer date as part of overseas exposure visit of 83rd Senior Staff Course of BPATC under the terms and conditions described in para-02:

**Course Management**

Sl. No.	ID no.	Name	Designation	Place of posting
1.	15513	Mr. Alauddin Ali	Senior Assistant Secretary	Ministry of Public Administration
2.	-	Mr. A H M Masum Billah	Public Relation Officer (Senior Information Officer)	Office of the Minister of State, Ministry of Public Administration.
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7.	5810	Mst. Ferdousi Akhter	Joint Secretary	Planning Division
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11.	5732	Mr. Md. Ali Kadar	Joint Secretary	M/O Public Administration
12.	P No.-796	Capt Md. Ziaul Hoque, (TAS), afwc, psc, BN	Captain	Haji Mohshin/DSCSC, Bangladesh Navy.
13.	5675	Mr. Mukesh Chandra Biswas	Director (Joint Secretary)	National Housing Authority
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17.	5593	Mr. Md. Dalower Hossain	Joint Secretary	M/O Commerce
18.	5718	Mr. Suleman Khan	OSD (Joint Secretary)	Attached to Medical Education and Family Welfare Division
19.	5769	Mr. Muzaffar Ahmed	Joint Secretary	M/O Expatriates' Welfare & Overseas Employment
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28.	5558	Mr. Md. Abdul Kader	OSD (Joint Secretary)	Attached to M/O Agriculture
29.	4236	Mr. Md. Rejaul Karim	Joint Secretary	Attached to Ministry of Shipping
30.	7444	Mr. Md. Musaraf Husain Molla	Joint Secretary	Ministry of Youth and Sports.
31.	5539	Dr. Shahnaz Arefin	Joint Secretary	Bangladesh National Parliament Secretariat

**02. Terms & Conditions:**

- They will start their journey for Vietnam on a convenient date near to October 29, 2017;
- The period of this visit and the time spent for travel and transit will be treated as on duty;
- They will draw their pay and allowances in local currency;
- Under the head of training budget, the Ministry of Public Administration will bear all expenses of the said visit;
- They will not be allowed to stay abroad more than the approved period;
- They will have to submit a report on the Exposure Visit to the Foreign Training Branch of the Ministry of Public Administration within five days after their return from the visit.

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

  
Dr. Abdul Hamid  
Joint Secretary  
Phone: +880-2-9574426  
sasft.mopa@gmail.com

No.05.00.0000.202.00.028.17-89

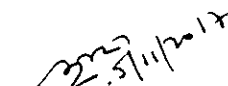
Date: 26/10/2017

**Copy for Kind Information and Necessary Action: (not according to seniority)**

- Cabinet Secretary, Cabinet Division, Dhaka.
- Principal Secretary, Prime Minister's Office, Dhaka.
- Senior Secretary,.....Ministry/Division.
- Secretary,.....Ministry/Division
- Rector, BPATC, Savar, Dhaka.
- H.E. The Ambassador, Embassy of the Socialist Republic of Vietnam in Bangladesh, 14 CWS (B), Road 33/24, Gulshan, Dhaka 1212.
- H.E. The Ambassador, Bangladesh Embassy in Vietnam, Daeha Business Center, 360 Kim Ma Street, Hanoi, Vietnam.
- President, National Academy of Public Administration (NAPA), Hanoi, Vietnam.
- Director General, Training Directorate, Armed Forces Division, Dhaka Cantonment, Dhaka.
- Director General, Immigration and Passport, Dhaka.
- Chief Security Officer, Hazrat Shahjalal International Airport, Dhaka (With request to allow above-mentioned officers to use VIP Lounge of Hazrat Shahjalal International Airport during their travel as per entitlement)
- Director General (Consular), Ministry of Foreign Affairs, Dhaka.
- Director, Hazrat Shahjalal International Airport, Dhaka.
- Accounts officer, Ministry of Public Administration.
- Mr/Ms.....

**Copy for Kind information :**

- Additional Secretary/Additional Secretary (CPT/APD), Ministry of Public Administration.
- Joint Secretary (Training/PACC/Budget & Audit), Ministry of Public Administration.
- PS to Hon'ble Minister, Ministry of Public Administration.
- PS to Hon'ble Minister of State, Ministry of Public Administration.
- PS to Senior Secretary, Ministry of Public Administration.
- Senior Systems Analyst, PACC, Ministry of Public Administration.

  
Dr. Abdul Hamid  
Joint Secretary