

**Government of the People's Republic of Bangladesh**  
**Ministry of Foreign Affairs**  
**Policy and Organization Section**  
**Dhaka**

No. AD-P&O-1025/525

Date: 17 November 2017

From: Nasir Uddin  
Assistant Secretary (P&O)  
Ministry of Foreign Affairs

To: Ms. Tushita Chakma  
Assistant Secretary  
Ministry of Foreign Affairs

The undersigned is directed to issue Government's approval in favor of you for your participation in the training titled "Capacity Building for diplomats of NASSP's member countries" scheduled to be held from 20-28 November 2016 in Indonesia.

02. Terms and Conditions:

- The period of the training and time spent for travel and transit will be treated as on official duty
- You will draw your salary and allowances in local currency
- You will not be allowed to stay abroad more than the approved period.
- The Government of Indonesia will bear the relevant costs of training. However, admissible allowances and any incidental cost of the training will be met from the relevant budget head of the Ministry.
- You will have to submit a report to the Recruitment and Training Section of the Ministry within the 05 (five) working days upon your arrival from the training.
- You will depart from Dhaka for Indonesia on a convenient date near to 20 November 2016 and arrive Dhaka on a convenient date near to 28 November 2016 after the completion of the training.

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



Nasir Uddin  
Assistant Secretary (P&O)  
Phone: 9555320

**Copy for kind information:**

1. Director General (Administration/ SAARC & BIMSTEC), Ministry of Foreign Affairs, Dhaka.
2. Director (FMO/ SMO/FSO/ Personnel/ Finance), Ministry of Foreign Affairs, Dhaka.
3. Chief Accounts Officer (Foreign Affairs), Chief Accounts Officer's Office, Dhaka.
4. Senior Assistant Secretary/ Assistant Secretary (SSA/P-1), Ministry of Foreign Affairs, Dhaka.
5. Ms. Tushita Chakma, Assistant Secretary, Ministry of Foreign Affairs, Dhaka.
6. Officer in Charge (Immigration), Hazrat Shahjalal International Airport, Dhaka.
7. Embassy of Bangladesh, Jakarta.

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Nasir Uddin  
Assistant Secretary (P&O)