

Government of the People's Republic of Bangladesh  
Ministry of Agriculture  
Research-3  
[www.moa.gov.bd](http://www.moa.gov.bd)

No: 12.00.0000.063.13.043.15.307

Date: 21/06/2016

From: Humayra Sultana  
Deputy Secretary

To : Director General  
Bangladesh Jute Research Institute, Dhaka.

Subject: Government approval to participate in the International Seminar on "Development and Application of Potentially Important Jute Geo-textiles (CFC/IJSG/21)" to be held on 22-23 June, 2016, in New Delhi, India.

The undersigned is directed to convey the sanction of the Govt. of The People's Republic of Bangladesh in favor of Mr. Md. Assaduzzaman, Director (Technology), BJRI, Dhaka, for attending the above mentioned Seminar which will be held on 22-23 June, 2016, in New Delhi, India.

2. The terms and conditions are:

- i) He will be treated as on duty during the travel including transit;
- ii) He will receive all pay and allowances for the period in local currency;
- iii) He will not be allowed to stay abroad beyond the permitted time;
- iv) In this connection all expenses will be borne by the Project Executing Agency, National Jute Board (NJB), Kolkata, India.
- v) He will depart from Bangladesh for India on 21 June, 2016 and will be back to Bangladesh on 24 June, 2016 and
- vi) He will have to submit a report to the Ministry of Agriculture in the prescribed format within 07 working days upon return.

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

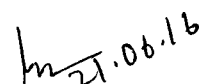
(Humayra Sultana)  
Deputy Secretary  
Tel: 02- 9566634  
email: [research3503@gmail.com](mailto:research3503@gmail.com)

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

1. Secretary, M/O Foreign Affairs, Dhaka {Attention: Director (Consular) with request to issue note verbal}.
2. H. E. The High Commissioner, Embassy for the Republic of India, House No.2, Road No.142, Gulshan-1, Dhaka. Phone+880-2-9889339, Fax+880-2-9893050.
3. Director General, Department of Immigration & Passport, Agargaon, Dhaka;
4. Director General, Hazrat Shahjalal (R.) International Airport, Dhaka, Bangladesh;  
[Attn.: Immigration Officer, Hazrat Shahjalal (R.) International Airport, Dhaka]
5. Controller of Foreign Exchange, Bangladesh Bank, Motijheel, Dhaka.
6. PS to Minister, Ministry of Agriculture.
7. PS to Secretary, Ministry of Agriculture.
8. Deputy Secretary (Admn-3), Ministry of Agriculture.
9. Mr. Md Asaduzzaman, Director (Technology), BJRI, Dhaka.
10. Programmer, ICT Cell, Ministry of Agriculture (With request to publish in the website).
11. PO to Additional Secretary (Research), Ministry of Agriculture.

  
(Humayra Sultana)