Government of the People's Republic of Bangladesh
Ministry of Agriculture
Admn-3
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No: 12.021.025.022.01.001.14-**545** Date: 20/10/2014

From : Shams-**I**-Ara Binte Huda
Deputy Secretary.

To : Chief Accounts Officer
Ministry of Agriculture, Segun Bagicha, Dhaka.

Subject: Government Approval to participate in the "International Forum on Communication and Community Media for Family Farming (IFCCM)" to be held on 23-24 October, 2014 in Rome, Italy.

Sir,

I am directed to convey the approval of the Government of People's Republic of Bangladesh in favor of Syed Khurshed Zafri, Director, Agriculture Information Service, Ministry of Agriculture to attend the International Forum on Communication and Community Media for Family Farming (IFCCM) to be held on 23-24 October, 2014 in Rome, Italy.

02. The terms and conditions are as follows:

(i) He will be treated as on duty during the travel including transit and shall receive pay & allowances for this period in Bangladesh currency as per rule;
(ii) All expenses in this connection will be borne by FAO;
(iii) There will be no financial involvement of the Government of Bangladesh in this regard;
(iv) He will leave Bangladesh for Italy on 22 October, 2014 or nearer date and will leave Italy for Bangladesh on 25 October, 2014 or nearer date; and
(v) He will submit a report within 7 (seven) days after return in the prescribed format to this Ministry.

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

Sd/-
(Shams-I-Ara Binte Huda)
Deputy Secretary.
Phone: 9540885.

No: 12.021.025.022.01.001.14-545 Date: 20/10/2014

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

1. Senior Secretary, Ministry of Public Administration, Bangladesh Secretariat, Dhaka.
2. Secretary, Ministry of Foreign Affairs, Segun Bagicha, Dhaka **(with a request to issue Note Verbal).**
3. H.E. the Ambassador, Embassy of the People's Republic of Bangladesh in Rome, Italy.
4. H.E. the Ambassador, Embassy of the Republic of Italy, Plot 2/3, Road 74/79, Gulshan-2, Dhaka-1212, Bangladesh.
5. Syed Khurshed Zafri, Director, Agriculture Information Service, Ministry of Agriculture, Dhaka
6. Director General, Department of Immigration and Passports, Dhaka.
7. Director, Hazrat Shahjalal International Airport, Dhaka.
8. PS to Minister, Ministry of Agriculture, Bangladesh Secretariat, Dhaka
9. PS to Secretary, Ministry of Agriculture, Bangladesh Secretariat, Dhaka.
10. Representative, FAO Representation in Bangladesh, House# 37, Road# 8, Dhanmondi, Dhaka.
11. Accounts Officer, Ministry of Agriculture, Bangladesh Secretariat, Dhaka.
12. Programmer, Ministry of Agriculture, Bangladesh Secretariat, Dhaka.
13. PO to the Additional Secretary (Admn & Input), Ministry of Agriculture, Dhaka.

20.10.14
(Shams-I-Ara Binte Huda)
Deputy Secretary.