

Government of the People's Republic of Bangladesh  
Ministry of Information  
Admn-4 Section  
Bangladesh Secretariat, Dhaka  
[www.moi.gov.bd](http://www.moi.gov.bd)

No.15.00.0000.018.29.001.15-379

Date : 13 September 2017

To : Chief Accounts Officer  
Ministry of Information  
CGA Building, Dhaka.

**Subject: Sanction for participation in the "Film Preservation & Restoration Workshop India 2017" to be held in India from 7-14 October 2017.**

I am directed to convey the sanction of the Government of the People's Republic of Bangladesh in favour of Ms. Smita Barua, Sub-assistant Engineer, Bangladesh Film Archive, Dhaka to participate in the "Film Preservation & Restoration Workshop India 2017" to be held in India from 7-14 October 2017 (excluding travel time) under the terms and conditions stated below:

- a. The period will be treated as on duty;
  - b. She will draw his pay and allowances in local currency;
  - c. The government will bear the cost of Workshop fee, daly allowance, transit, terminal and airfare for a sum of total taka 1,82,530/-(Taka-One Lac eighty two thousand five hundred thirty only) from the budget allocation of Bangladesh Film Archive for the Financial Year of 2017-2018.
  - d. she will not stay abroad beyond the approved period; and
  - e. she will submit a report within 7 (Seven) days of his return.
2. This order is issued with the approval of the competent authority.

Sincerely Yours,

sd/-

( Kazi Moshtaque Zahir )  
Deputy Secretary  
Phone: 9567101  
[admin4@moi.gov.bd](mailto:admin4@moi.gov.bd)

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

1. Secretary, Ministry of Foreign Affairs, Dhaka (With a request to issue Note Verbal in favour of the participant).
2. H.E. the High Commissioner, High Commission of India in Bangladesh, Dhaka.
3. Director General, Immigration & Passport, Dhaka.
4. Director General, Bangladesh Film Archive, Dhaka.
5. Director, Hazrat Shajalal International Airport, Dhaka.
7. P.S. to the Secretary, Ministry of Information, Dhaka.
8. Officer-in-Charge (Immigration), Hazrat Shajalal International Airport, Dhaka.
- ✓ 9. System Analyst, Ministry of Information, Bangladesh Secretariat, Dhaka (with a request to upload the order in Ministry's website).
10. Ms. Smita Barua, Sub-assistant Engineer, Bangladesh Film Archive, Dhaka.

*K.M. Zahir*  
( Kazi Moshtaque Zahir )  
Deputy Secretary