

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

No-15.00.0000.018.25.003.12(Part)-342

Date : 04 August, 2016

To : Chief Accounts Officer  
Cabinet Division  
CGA Building, Dhaka.

**Subject: Sanction for official visit to attend the 'SAARC Level CR Conference' to be held in Nepal from 09-10 August 2016.**

I am directed to convey the sanction of the Government of the People's Republic of Bangladesh in favour of Mr. Hasanul Haq Inu, Hon'ble Minister, Ministry of Information, Government of the People's Republic of Bangladesh to attend the 'SAARC Level CR Conference' to be held in Nepal from 09-10 August 2016 (excluding travel time). Dr. Molla Mahmud Hassan, Deputy Secretary, PS to the Hon'ble Minister will accompany him on this tour under the terms and conditions stated below:

- a. The period will be treated as on duty;
- b. They will draw their pay and allowances in local currency;
- c. All the expenses of Hon'ble Minister in this visit approximately Tk 1,92,209/- (One lac ninety two thousand two hundred nine only) will be borne by the Cabinet Division from the budget allocation for the financial year 2016-2017. The government will bear accommodation cost, daily allowances, transit, terminal and airfare of Dr. Molla Mahmud Hassan approximately Tk-86,347/- (Eighty six thousand three hundred forty seven only) from the budget allocation of Ministry of Information for the financial year 2016-2017.
- d. They will not stay abroad beyond the approved period.
- e. They will submit a report within 7 (Seven) days of their return.

Sincerely Yours,  
sd/-

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

No-15.00.0000.018.25.003.12(Part).342/1(17)

Date : 04 August, 2016

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

1. Cabinet Secretary, Cabinet Division, Bangladesh Secretariat, Dhaka.
2. Principal Secretary, Prime Minister's Office, Dhaka.
3. Senior Secretary, Ministry of Public Administration, Bangladesh Secretariat, Dhaka.
4. Senior Secretary, Ministry of Home Affairs, Bangladesh Secretariat, Dhaka.
5. Foreign Secretary, Ministry of Foreign Affairs, Dhaka .
6. H.E Consul, Consulate of the Republic of Nepal, Dhaka, Bangladesh
7. H,E High Commissioner, High Commission of Bangladesh, Nepal.
8. Director General, Immigration & Passport, Dhaka.
9. Dr. Molla Mahmud Hassan, Deputy Secretary, PS to the Hon'ble Minister, Ministry of Information, Bangladesh Secretariat, Dhaka.
10. P.S. to the Hon'ble Minister, Ministry of Information, Bangladesh Secretariat, Dhaka.
11. Director, Hazrat Shajalal International Airport, Dhaka.
12. P.S. to the Secretary, Ministry of Information, Bangladesh Secretariat, Dhaka.
13. Chief Accounts Officer, Ministry of Information, CGA Building, Dhaka.
14. Officer-in-Charge (Immigration), Hazrat Shajalal International Airport, Dhaka.
- ✓ 15. System Analyst, Ministry of Information, Bangladesh Secretariat, Dhaka (with a request to upload the order in Ministry's website).
16. Accounts Officer, Ministry of Information, Bangladesh Secretariat, Dhaka.
17. Protocol Officer, Ministry of Information, Bangladesh Secretariat, Dhaka.

K.M. Zahir  
04/8/16  
(Kazi Moshtaque Zahir)  
Deputy Secretary