

Government of the People's Republic of Bangladesh
Department of Fire Service & Civil Defence
38-46 Kazi Alauddin Road, Dhaka.
www.fireservice.gov.bd

Memo No: 58.03.0000.004.25.081.16- 12023

Date: 02/08/2017

To : Chief Accounts Officer
Security Service Division
Ministry of Home Affairs
C.G.A Bhaban, Segunbagicha, Dhaka.

Subject : Government sanction to attend the International Visitor Leadership Program titled " Emergency Response Preparedness Disaster Management " USA, Washigton D.C from 16 September, 2017 to 07 October, 2017.

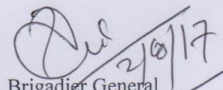
The following officer of Bangladesh Fire Service & Civil Defence will attend the International Visitor Leadership Program titled " Emergency Response Preparedness Disaster Management " USA, Washigton D.C from 16 September, 2017 to 07 October, 2017.

SL No	Name, Designation & PN	Working Place
02	Mr. Muhammad Mamun (1401) Senior Staff Officer (Incharge)	Fire Service & Civil Defence Directorate.

02. The Sanction is subject to the following terms and conditions:

- Round Trip Air Ticket and Accomodation Cost will be borne by the organizing authority.
- Daily Allownce in this regard will be borne from Annual Budget allocation of Fire Service & Civil Defence Directorate under the Training sub Code – 4840.
- His staying period in abroad will be treated as on duty.
- He will draw His usual pay and allowances from Bangladesh in Local Currency. No part of it shall be drawn in foreign currency.
- He will leave Dhaka for USA on 15/09/2017 or nearest suitable date and time and will leave USA for Dhaka on 08/10/2017 or nearest suitable date and time.
- He will submit a report to the Department of Fire Service & Civil Defence on the above mentioned Program within seven days of His return.

03. This order is being issued as per the Circular No. 03.069.025.06.00.003.2011-144(500), dated: 19.06.2011 of the Ministry of Home Affairs.


Brigadier General
Ali Ahmed Khan, psc (Retd.)
Director General

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

- Secretary, Security Service Division, Ministry of Home Affairs, Bangladesh Secretariat, Dhaka.
[Attention: Additional Secretary (Administration)]
- Director General, Directorate of Immigration & Passport, Dhaka, Bangladesh.
- Director, Hazrat Shahjalal (R) International Airport, Dhaka.
- Senior Assistant Secretary, Consular Section, Ministry of Foreign Affairs, Dhaka (With request to issue Note Verbal in favour of the above mentioned officer).
- *Officer In-Charge (Immigration), Hazrat Shahjalal International Airport, Dhaka.
- Accounts/Data Entry/Admin, Fire Service & Civil Defence Directorate, Dhaka
- Mr. Muhammad Mamun (1401), Senior Staff Officer (Incharge), Fire Service & Civil Defence Directorate.