

Government of the People's Republic of Bangladesh
Ministry of Commerce
Admin-2 Section
Bangladesh Secretariat, Dhaka.
www.mincom.gov.bd

No. 26.00.0000.087.25.001.17-247

Date: 12 September 2017

To: Chief Accounts Officer
Ministry of Commerce
83/B, New Circular Road, Malibagh, Dhaka.

Sub: **Government Order for Mrs. Shamima Begum, Deputy Secretary, Ministry of Commerce and Mrs. Munira Sarmin, Assistant Director, Export Promotion Bureau, Dhaka to attend the fair titled "GITEX Technology Week" to be held in Dubai, UAE during 08-12 October, 2017.**

Sir,

The undersigned is directed to convey the sanction of the Government of the People's Republic of Bangladesh to Mrs. Shamima Begum, Deputy Secretary, Ministry of Commerce, Bangladesh Secretariat, Dhaka as a Pavilion Director and Mrs. Munira Sarmin, Assistant Director, Export Promotion Bureau, Dhaka as an Assistant Pavilion Director (APD) to attend the fair titled "GITEX Technology Week" to be held in Dubai, UAE during 08-12 October, 2017 under following terms and conditions:

- a) They will be treated as on duty during the period of attending the above mentioned fair;
- b) They will draw their pay and allowances in local currency. No part of it shall be drawn in foreign currency;
- c) All expenses including air fare, accommodation, daily allowance, terminal & transit allowance etc. will be borne by the Export Promotion Bureau from their 'Market Development Fund';
- d) They will stay in Dubai, UAE during 06-13 October, 2017 (excluding travel time). They will not be allowed to stay abroad more than the approved period;
- e) They will submit a report on the said fair to the Secretary, Ministry of Commerce with a copy to Hon'ble Minister, Ministry of Commerce within 10 working days after their return from Dubai;

02. This Government Order (G.O) is issued in the public interest and with the approval of the competent authority.

Sincerely Yours,

Sd/-
(Purshia Akter)
Senior Assistant Secretary
☎ 9549159
E-mail: admn2@mincom.gov.bd

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Copy forwarded for kind information and necessary action (not in order of seniority):

01. Senior Secretary, Ministry of Public Administration, Bangladesh Secretariat, Dhaka.
02. Secretary, Security Service Division, Ministry of Home Affairs, Bangladesh Secretariat, Dhaka.
03. Secretary, Ministry of Foreign Affairs, Segunbagicha, Dhaka.
04. H.E the Ambassador, Embassy of the People's Republic of Bangladesh in UAE. (By Bag/Fax).
05. H.E the Ambassador, Embassy of the United Arab Emirates in Bangladesh 19th, Gulshan North Avenue, Gulshan 2, Dhaka.
06. Vice Chairman, Export Promotion Bureau, 1, Karwan Bazar, TCB Bhaban, Dhaka.
07. Director General, Consular & Welfare Wing, Ministry of Foreign Affairs, Segunbagicha, Dhaka (*with request to issue note verbale*).
08. Director General, Directorate of Immigration and Passport, Agargaon, Dhaka.
09. Commercial Counselor, Consulate General of Bangladesh, Dubai, UAE.
10. Mrs. Shamima Begum, Deputy Secretary, Ministry of Commerce, Bangladesh Secretariat, Dhaka.
11. PS to Hon'ble Minister, Ministry of Commerce, Bangladesh Secretariat, Dhaka.
12. PS to Secretary, Ministry of Commerce, Bangladesh Secretariat, Dhaka.
13. Mrs. Munira Sarmin, Assistant Director, Export Promotion Bureau, 1, Karwan Bazar, TCB Bhaban, Dhaka.
14. Mr. Abu Saleh Mohammad Imran, Member Secretary, Website & Trade Portal Updating Committee, Ministry of Commerce, Bangladesh Secretariat, Dhaka (*with request to upload this GO in official website of MoC*).
15. General Manager, Foreign Currency and Policy Division, Bangladesh Bank, Dhaka.
16. Immigration Officer, Hazrat Shah Jalal (R) International Airport, Dhaka.
17. Accounts Officer, Ministry of Commerce, Bangladesh Secretariat, Dhaka.
18. PO to Additional Secretary (Export), Ministry of Commerce, Bangladesh Secretariat, Dhaka.


(Purshia Akter)
Senior Assistant Secretary