

**Government of the People's Republic of Bangladesh**  
Ministry of Commerce  
Admin-1 Section  
Bangladesh Secretariat, Dhaka.  
[www.mincom.gov.bd](http://www.mincom.gov.bd)

No. 26.00.0000.086.25.002.16-1030

Date: 25 October 2016

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

Sir,

The undersigned is directed to convey the sanction of the Government of the People's Republic of Bangladesh to **Mr. Mohammed Zafrul Islam Azizi**, Deputy Secretary, Ministry of Commerce, Dhaka as a Pavilion Director (PD) and **Md. Shariful Haque**, Assistant Director, Export Promotion Bureau, Dhaka as a Assistant Pavilion Director (APD) for attending the trade fair titled "Intex South Asia 2016, Sri Lanka" to be held in Sri Lanka on 16-18 November 2016 under following terms and conditions:

**Terms and conditions:**

- (a) While on fair they will be treated as on duty;
- (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 Sri Lanka from 14-19 November 2016 (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 Senior Secretary, Ministry of Commerce with a copy to Hon'ble Minister, Ministry of Commerce within 10 working days after their return from Sri Lanka.

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

Sincerely Yours,  
S/d

25/10/2016

( Nurjahan Khanom )

Senior Assistant Secretary

☎ 9545853

E-mail: [sas.admn1@mincom.gov.bd](mailto:sas.admn1@mincom.gov.bd)

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

01. Senior Secretary, Ministry of Public Administration/Ministry of Home Affairs, Bangladesh Secretariat, Dhaka.
02. Foreign Secretary, Ministry of Foreign Affairs, Segunbagicha, Dhaka.
03. H.E. the High Commissioner, High Commission of the Democratic Socialist Republic of Sri Lanka in Bangladesh House No. 4A, Road No. 113, Gulshan Model Town, Dhaka.
04. H.E. the High Commissioner, High Commission of the People's Republic of Bangladesh in Sri Lanka. (By Bag/Fax).
05. Vice-Chairman, Export Promotion Bureau, 1 Kawran Bazar, Dhaka.
06. Director General, Consular & Welfare Wing, Ministry of Foreign Affairs, Segunbagicha, Dhaka (with request to issue note verbal).
07. Director General, Department of Immigration and Passport, Agargaon, Dhaka.
08. Joint Secretary (Admin-1), Ministry of Commerce, Bangladesh Secretariat, Dhaka.
09. Mr. Mohammed Zafrul Islam Azizi, Deputy Secretary, Ministry of Commerce, Bangladesh Secretariat, Dhaka.
10. PS to Minister, Ministry of Commerce, Bangladesh Secretariat, Dhaka.
11. PS to Senior Secretary, Ministry of Commerce, Bangladesh Secretariat, Dhaka.
12. General Manager, Foreign Currency and Policy Division, Bangladesh Bank, Dhaka.
13. Immigration Officer, Hazrat Shahjalal (R) International Airport, Dhaka.
14. Mr. Mohammad Awlad Hossain, Assistant Director, WTO Cell, Ministry of Commerce Bangladesh Secretariat, Dhaka (with request to upload this GO in official website of MoC).
15. Mr. Md. Shariful Haque, Assistant Director, Export Promotion Bureau, 1 Kawran Bazar, Dhaka.
16. Accounts Officer, Ministry of Commerce, Bangladesh Secretariat, Dhaka.
17. PO to Additional Secretary (Admin/Export), Ministry of Commerce, Bangladesh Secretariat, Dhaka.

25.10.16  
( Nurjahan Khanom )  
Senior Assistant Secretary