

Government of the People's Republic of Bangladesh
Ministry of Power, Energy and Mineral Resources
Energy and Mineral Resources Division
Administration-1 Branch

No: 28.00.0000.011.25.209.16

Date: 05-03-2017

To,
The Chairman
BPC, Chittagong.

Subject: Approval of the visit to France.

The undersigned is directed to convey the sanction of the deputation of the following officers for attending the Training Programme on "Kick off Meeting" for FEED Service for the Installatoin of ERL Unit-2 in France for 10 (Ten) days (excluding travel time) from 06-03-2017 to 15-03-2017 or from the nearest possible time under the following terms and conditions :

Sl.No	Name and Designation	Ministry/Division/Corporation
1.	Mr. Saiful Islam Azad, Senior Assistant Secretary	Energy & Mineral Resources Division
2.	Mr. Mustafa Quadrat-Elahi, General Manager	Bangladesh Petroleum Corporation
3.	Mr. Md. Akterul Hoque, Project Director	Eastern Refinery Ltd
4.	Mr. Khandaker Mustafizur Rahman, General Mnager	Eastern Refinery Ltd
5.	Mr. Raihan Ahmad, Deputy General Mnager	Eastern Refinery Ltd
6.	Mr. Md. Amir Masud, Deputy General Manager	Eastern Refinery Ltd
7.	Mr. Azim Uddin Hossain, Assistant General Manager	Eastern Refinery Ltd
8.	Mr. Hesham Uddin, Assistant Mnager	Eastern Refinery Ltd

- (a) While on deputation they will be treated as on duty;
 - (b) They will draw their pay and allowances in local currency. No part of it should be drawn in foreign currency.
 - (c) They will not be allowed to stay abroad more than the approved period.
 - (d) All the expenses will be borne from the project fund;
 - (e) They will have to submit a report to this Division within 07 (seven) days after their return.
2. This order has been issued with the approval of the competent authority.

Sincerely yours,

sd:-

(Md. Shahidul Islam)
Deputy Secretary
Tel : 880-2-9514165

No: 28.00.0000.011.25.209.16. 415

Date: 21-08-2016

Distribution for kind information/necessary action

1. Secretary, Ministry of Foreign Affairs, Dhaka. **(With a request to issue note verbale).**
2. Director General, Immigration & Passport, Dhaka.
3. H.E Ambassador, Embassy of France Dhaka, Bangladesh.
4. H.E Ambassador, Embassy of the People's Republic of Bangladesh, France.
5. Director, Hazrat Shahjalal International Airport, Dhaka.
6. P.S. to the Sate Minister, Ministry of Power, Energy and Mineral Resources, Dhaka.
7. Managing Director, Eastern Refinery Ltd.
8. P.S. to Secretary, Energy & Mineral Resources Division, Dhaka.
9. Mr Saiful Islam Azad, Senior Assistant Secretary, Energy and Mineral Resources Division.
10. Mr.....
11. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.
- ✓ 12. ICT Cell, Energy and Mineral Resources Division
13. Office Copy.

Md. Shahidul Islam)
Deputy Secretary