

Government of the People's Republic of Bangladesh
Ministry of Land
APA Branch
Bangladesh Secretariat, Dhaka.
www.minland.gov.bd

Memo No: 31.00.0000.071.31.002.19-79

Dated: 17.12.2019

To : Chief Accounts Officer
Ministry of Land
71, Purana Paltan, Dhaka, Bangladesh.

Subject: Training Programme on Singapore Institute of Management (SIM), Singapore.


I am directed to convey the sanction of the government order (G.O) regarding the participation of the 15 (fifteen) members delegation headed by Md. Muksodur Rahman Patwary, Secretary, Ministry of Land, Bangladesh Secretariat, Dhaka for Training programme on Annual Performance Agreement in Singapore from 05th January 2020 to 11th January 2020 (including travel time) or any other suitable nearest date. The following are the members of the delegation:

01. Mr. Md. Muksodur Rahman Patwary, Secretary, Ministry of Land, Dhaka.
02. Mr. Md. Abdul Haque, Additional Secretary, Ministry of Land, Dhaka.
03. Mr. Anis Mahmud, Additional Secretary, Ministry of Land, Dhaka.
04. Mr. Pradip Kumar Das, Additional Secretary, Ministry of Land, Dhaka.
05. Mr. Md. Tajul Islam Mia, Deputy Secretary, Ministry of Land, Dhaka.
06. Mr. M M Arif Pasha, Deputy Secretary, Ministry of Land, Dhaka.
07. Mr. Md. Doulutuzzaman Khan, Deputy Secretary, Ministry of Land, Dhaka.
08. Mr. Arun Kumar Mondal, Deputy Secretary, Ministry of Land, Dhaka.
09. Mrs. Mosammat Momotaz Begum Deputy Secretary, Ministry of Land, Dhaka.
10. Mr. Md. Razzaqul Islam, Deputy Secretary, Ministry of Land, Dhaka.
11. Mr. Md. Mamunur Rashid Bhuiyan, Deputy Secretary, Cabinet Division, Dhaka.
12. Mr. Md. Abdul Hye, Director, Land Administration Training Centre, Dhaka.
13. Mr. Mohammed Alim Akhter Khan, Deputy Director, Directorate of Land Records and Survey, Dhaka.
14. Mr. Md. Rezaul Kabir, Assistant Land Reform Commissioner, Land Reforms Board, Dhaka.
15. Mr. Aminur Rahman Khan, Assistant Secretary, Land Appeal Board, Dhaka.

02. During the training programme in Singapore Mrs. Razia Sultana, Mr. Aquib Maksud, Mr. Afik Maksod and Ms Tanzila Maksod will be accompanied by Mr. Md. Muksodur Rahman Patwary, Secretary, Ministry of Land. Mr. Montak Tahmidul Haque and Ms Monita Ashna Yeasha will be accompanied by Mr. Md. Abdul Haque, Additional Secretary, Ministry of Land and Mrs. Sharmin Sultana, Mr. Muhtashim Faishal Khan and Ms. Mubasshara Iffat Arin will be accompanied by Mr. Md. Doulutuzzaman Khan, Deputy Secretary, Ministry of Land.

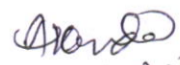
03. Terms and Conditions:

- (a) All expenses related to this training programme will be borne by the Ministry of Land except for serial no 12 to 15. TA & DA and other admissible dues for serial no 12 to 15 will be borne by their respective offices.
- (b) All expenses related to Mrs. Razia Sultana, Mr. Aquib Maksud, Mr. Afik Maksod, and Ms Tanzila Maksod will be borne by Mr. Md. Muksodur Rahman Patwary, Secretary, Ministry of Land, Mr. Montak Tahmidul Haque and Ms Monita Ashna Yeasha will be borne by Mr. Md. Abdul Haque, Additional Secretary, Ministry of Land and Mrs. Sharmin Sultana, Mr. Muhtashim Faishal Khan and Ms Mubasshara Iffat Arin will be borne by Mr. Md. Doulutuzzaman Khan, Deputy Secretary, Ministry of Land.
- (c) The period of visiting abroad including travel time will be treated as on duty.
- (d) They will not stay in Singapore beyond the approved period.
- (e) They will travel on the aforesaid date or nearest date to and from Dhaka.
- (f) The delegation will submit a comprehensive report to the Ministry of Land.


(Arun Kumar Mondal)
Deputy Secretary
Phone: 88-02-9540036
E-mail: arun22bcs@gmail.com

Copy for kind information & necessary action (Not according to Seniority) to:

01. Cabinet Secretary, Cabinet Division, Bangladesh Secretariat, Dhaka, Bangladesh.
02. Principal Secretary, Prime Minister's Office, Dhaka, Bangladesh.
03. Secretary, Ministry of Public Administration, Bangladesh Secretariat, Dhaka.
04. Secretary, Ministry of Foreign Affairs, Dhaka, Bangladesh (With a request to issue Note Verbal, letter of introduction in favor of the participants and give direction to the Bangladesh Embassy in Singapore for necessary action).
05. Chairman, Land Reforms Board/Land appeal Board, Dhaka, Bangladesh.
06. H.E. the High Commissioner, The Embassy of Singapore in Dhaka, Bangladesh.
07. H.E. the High Commissioner, The Embassy of the People's Republic of Bangladesh in Singapore.
08. Chairman, Civil Aviation Authority, Dhaka, Bangladesh.
09. Director General, Directorate of Immigration and Passport Agragaon, Sher-e-Bangla Nagar, Dhaka, (You are requested to issue passport in favour of participants (if any)).
10. Director General, (Consular), Ministry of Foreign Affairs, Shegunbagicha, Dhaka.
11. PS to Honorable Minister, Ministry of Land, Bangladesh Secretariat, Dhaka.
12. PS to Secretary, Ministry of Land, Bangladesh Secretariat, Dhaka.
13. Director (Airport), Hazrat Shahjalal International Airport, Bangladesh.
14. Deputy Secretary, Administration-03, Ministry of Land, Bangladesh Secretariate, Dhaka (With request to issue financial order in favour of the participants).
15. Mr. Md. Muksodur Rahman Patwary, Secretary, Ministry of Land, Dhaka.
16. Mrs. Razia Sultana, Spouse of Mr. Md. Muksodur Rahman Patwary, Secretary, Ministry of Land, Dhaka.
17. Mr. Md. Abdul Haque, Additional Secretary, Ministry of Land, Dhaka.
18. Mr. Anis Mahmud, Additional Secretary, Ministry of Land, Dhaka.
19. Mr. Pradip Kumar Das, Additional Secretary, Ministry of Land, Dhaka.
20. Mr. Md. Tajul Islam Mia, Deputy Secretary, Ministry of Land, Dhaka.
21. Mr. M M Arif Pasha, Deputy Secretary, Ministry of Land, Dhaka.
22. Mr. Md. Doulutuzzaman Khan, Deputy Secretary, Ministry of Land, , Dhaka.
23. Mr. Arun Kumar Mondal, Deputy Secretary, Ministry of Land, , Dhaka.
24. Mrs. Mosammat Momotaz Begum, Deputy Secretary, Ministry of Land, Dhaka.
25. Mr. Md. Razzaqul Islam, Deputy Secretary, Ministry of Land, Dhaka.
26. Mr. Md. Mamunur Rashid Bhuiyan, Deputy Secretary, Cabinet Division, Dhaka.
27. Mr. Md. Abdul Hye, Director, Land Administration Training Centre, Dhaka.
28. Mr. Mohammed Alim Akhter Khan, Deputy Director, Directorate of Land Records and survey, Dhaka.
29. Mr. Md. Rezaul Kabir, Assistant Land Reform Commissioner, Land Reforms Board. Dhaka.
30. Mr. Aminur Rahman Khan, Assistant Secretary, Land Appeal Board, Dhaka.
31. Mrs. Cynthia Ng, Senior Client Manager, SIM, Singapore.
32. Mr. Aquib Maksud, son of Mr. Md. Muksodur Rahman Patwary, Secretary, Ministry of Land, Dhaka.
33. Mr. Afik Maksod, son of Mr. Md. Muksodur Rahman Patwary, Secretary, Ministry of Land, Dhaka.
34. Ms. Tanzila Maksud, daughter of Mr. Md. Muksodur Rahman Patwary, Secretary, Ministry of Land, Dhaka.
35. Mr. Montak Tahmidul Haque, son of Mr. Md. Abdul Haque, Additional Secretary, Ministry of Land, Dhaka.
36. Ms. Monita Ashna Yeasha, daughter of Mr. Md. Abdul Haque, Additional Secretary, Ministry of Land, Dhaka.
37. Mrs. Sharmin Sultana, Spouse of Mr. Md. Doulutuzzaman Khan, Deputy Secretary, Ministry of Land, Dhaka.
38. Mr. Muhtashim Faishal Khan, son of Mr. Md. Doulutuzzaman Khan, Deputy Secretary, Ministry of Land, Dhaka.
39. Ms. Mubasshara Iffat Arin, daughter of Mr. Md. Doulutuzzaman Khan, Deputy Secretary, Ministry of Land, , Dhaka.
40. System Analyst, Ministry of Land (with a request to upload the notification in the website).
41. Accounts Officer, Ministry of Land, Dhaka.
42. Protocol officer, Ministry of Land, Dhaka.
43. Office copy.


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(Arun Kumar Mondal)
Deputy Secretary