

Government of the People's Republic of Bangladesh  
Ministry of Water Resources  
Development-1 Branch

No. 42.00.0000.034.31.005.16-150

Dated: 03-4-2017

To : Chief Accounts Officer  
Ministry of Water Resources  
Segun Bagicha, Dhaka.

Subject : Participation in the seminar titled 'resilient cities', a side event of upcoming Annual Asian Development Bank (ADB) Meeting to be held on 4-7 May 2017 in Tokyo, Japan.

The undersigned is directed to convey the sanction of the Government of the visit of the following Members of the Bangladesh delegation to attend the seminar titled 'resilient cities', a side event of upcoming Annual Asian Development Bank (ADB) Meeting to be held on 4-7 May 2017 in Tokyo, Japan :


1.	Dr. Zafar Ahmed Khan	Senior Secretary, Ministry of Water Resources.
2.	Mr. Md. Mahfuzur Rahman	Additional Director General (Western Region), Bangladesh Water Development Board.
3.	Engineer Malik Fida Abdullah Khan	Deputy Executive Director, Center for Environmental and Geographic Information Services (CEGIS).

2. The terms and conditions of the visit are as follows:

- i. The expenses of each participant to be incurred in this connection will be borne from the budget of the participant's respective office.
- ii. The period of their stay including transit will be treated as on duty.
- iii. They will draw their usual pay and allowances from Bangladesh in local currency.
- iv. Dr. Zafar Ahmed Khan, Senior Secretary, Ministry of Water Resources will be accompanied by his spouse Ms. Rabeya Ahmed Khan (Passport No. DC 8002359) and the expenses of her visit will be borne by himself.
- v. The participants will leave Dhaka for Tokyo on 02 May, 2017 or a date close to that and will leave Tokyo for Dhaka on 8 May, 2017 or a date to close to that.

3. This has been issued with the approval of the competent authority.

Yours sincerely

  
(Nuzhat Yasmin)  
Joint Secretary

Phone: 88-02-9576778


*Contd/2*

No. 42.00.0000.034.31.005.16-150

Dated: 03-4-2017

**Copy forwarded for information and necessary action to (not according to seniority):**

1. Cabinet Secretary, Cabinet Division, Bangladesh Secretariat, Dhaka/Principal Secretary Prime Minister's Office. Tejgaon, Dhaka.
2. Senior Secretary, Ministry of Public Administration, Bangladesh Secretariat, Dhaka.
3. Dr. Zafar Ahmed Khan, Senior Secretary, Ministry of Water Resources Bangladesh Secretariat, Dhaka.
4. Secretary, Security Service Division, Ministry of Home Affairs, Bangladesh Secretariat, Dhaka.
5. Secretary, Ministry of Foreign Affairs, Segun Bagicha, Dhaka.
6. H.E Ambassador, Embassy of Japan, Baridhara, Dhaka, Bangladesh.
7. H.E Ambassador, Embassy of the People's Republic of Bangladesh, Tokyo, Japan.
8. H.E Ambassador, Embassy of Netherlands, Tokyo, Japan.
9. Joint Secretary (Budget), Ministry of Water Resources, Bangladesh Secretariat, Dhaka.
10. Director General, Bangladesh Water Development Board, Dhaka.
11. Director General, Department of Immigration & Passport, Agargaon, Dhaka.
12. Director General (Consular & Welfare), Ministry of Foreign Affairs, Segun Bagicha, Dhaka.3  
**(He is kindly requested to issue Note Verbal in this regard).**
13. Director, Hazrat Shahjalal International Airport, Dhaka.
14. Country Director, Asian Development Bank (ADB), Sher-E-Bangla Nagar, Dhaka.
15. Executive Director, Center for Environmental and Geographic Information Services (CEGIS), Gulshan, Dhaka.
16. Mr. Md. Mahfuzur Rahman, Additional Director General (Western Region), Bangladesh Water Development Board(BWDB), Dhaka.
17. Engineer Malik Fida Abdullah Khan, Deputy Executive Director, Center for Environmental and Geographic Information Services (CEGIS), Gulshan, Dhaka.
18. P. S to Hon'ble Minister, Ministry of Water Resources, Bangladesh Secretariat, Dhaka.
19. P. S to Hon'ble State Minister, Ministry of Water Resources, Bangladesh Secretariat, Dhaka.
20. P. S to Senior Secretary, Ministry of Water Resources, Bangladesh Secretariat, Dhaka.
21. Accounts Officer, Ministry of Water Resources, Bangladesh Secretariat, Dhaka.
22. Office Copy.

  
3.4.17  
( Nuzhat Yasmin )  
Joint Secretary  
Phone: 88-02-9576778