

**Replaced by same date and issue number**

Government of the People's Republic of Bangladesh  
Ministry of Labour and Employment  
Admin Section  
[www.mole.gov.bd](http://www.mole.gov.bd)

No:40.00.0000.011.25.009.15-941

Date: 29/02/1425  
12/06/2018

To : Chief Accounts Officer  
Ministry of Labour & Employment  
CGA Bhaban,  
Segunbagicha, Dhaka.

Subject: Participation of experience sharing Tour Programme on "Occupational Safety and Health, and Occupational Disease Hospital Operating Systems" to be held in Canada from 10-08-2018 to 16-08-2018.

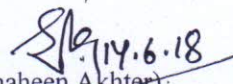
The undersigned is directed to convey the sanction of the following officials from Ministry of Labour and Employment, Department of Inspection for Factories and Establishments and Department of Labour under the Ministry of Labour and Employment to participate in 'Occupational Safety and Health, and Occupational Disease Hospital Operating Systems' to be held in Canada from 10-08-2018 to 16-08-2018. The Particulars of the officials are given below:

Sl. No	Name and Designation of Delegates	Position/Title
01.	Mr. Md. Mujibul Haque, MP Hon'ble State Minister, Ministry of Labour and Employment, Bangladesh Secretariat, Dhaka.	Team Leader
02.	Mr. Md. Ashraf Shameem, Additional Secretary, Ministry of Labour and Employment, Bangladesh Secretariat, Dhaka.	Member
03.	Mr. Md. Anwar Ullah, Additional Inspector General (Joint Secretary), Department of Inspection for Factories and Establishments, Dhaka	Member
04.	Mr. Sanjoy Kumar Ghosh, Senior Assistant Chief, Ministry of Labour & Employment, Bangladesh Secretariat, Dhaka.	Member
05.	Mr. Abu Ashrif Mahmud, Director (Admin & Planning), Department of Labour, Dhaka.	Member
06.	Mr. Md. Amirul Islam Khan, Assistant Private Secretary to Hon'ble State Minister, Ministry of Labour and Employment, Bangladesh Secretariat, Dhaka.	Member

2. The terms and conditions of this sanction are mentioned below :

- The visit will commence on 09 August 2018 or from the date of departure;
- The period including transit will be treated as on duty;
- They will draw their usual pay and allowances from Bangladesh in local currency;
- They will leave Canada for Dhaka on 17 August 2018 or on any date nearby;
- The Hon'ble State Minister, Ministry of Labour and Employment will stay additional 7(Seven) days before or after the Study Tour Programme in Canada at his own cost.
- All expenses of the Hon'ble State Minister, Ministry of Labodur and Employment in connection to this programme will be borne from the budget of 2018-2019 financial year of the Cabinet Division. All expenses of the Additional Secretary, Senior Assistant Chief and Assistant Private Secretary to Hon'ble State Minister will be borne from the budget of 2018-2019 financial year of the Ministry of Labour and Employment.
- All the expenses of other delegates will be borne by their own organizations.

3. This order is issued with the approval of the competent authority.

  
( Shaheen Akhter )  
Deputy Secretary (Admin.)  
Phone: +880 2 9514073  
Email: [dsadmin@mole.gov.bd](mailto:dsadmin@mole.gov.bd)

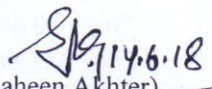
Page-1 of 2



No:40.00.0000.011.25.009.15-941

Date: 29/02/1425  
12/06/2018Copy forwarded for kind information and necessary action to:(Not in accordance with seniority)

1. Mr. Md. Mujibul Haque, MP, Hon'ble State Minister, Ministry of Labour and Employment, Bangladesh Secretariat, Dhaka.
2. Cabinet Secretary, Cabinet Division, Dhaka / Principal Secretary, Prime Minister's Office, Tejgaon, Dhaka.
3. Senior Secretary, Ministry of Public Administration, Bangladesh Secretariat, Dhaka.
4. Mr. Md. Ashraf Shameem, Additional Secretary, Ministry of Labour and Employment, Bangladesh Secretariat, Dhaka.
5. Director General (Consular & Welfare), Ministry of Foreign Affairs, Dhaka **(Requested to kindly issue a note verbal in this purpose).**
6. Director General, Department of Immigration and Passport, Agargaon, Dhaka.
7. Mr. Md. Anwar Ullah, Additional Inspector General (Joint Secretary), Department of Inspection for Factories and Establishments, Dhaka.
8. P.S to Hon'ble State Minister, Ministry of Labour & Employment, Bangladesh Secretariat, Dhaka.
9. P.S to Secretary, Ministry of Labour & Employment, Bangladesh Secretariat, Dhaka.
10. Mr. Sanjoy Kumar Ghosh, Senior Assistant Chief, Ministry of Labour & Employment, Bangladesh Secretariat, Dhaka.
11. Mr. Abu Ashrif Mahmud, Director (Admin & Planning), Department of Labour, Dhaka.
12. Mr. Md. Amirul Islam Khan, Assistant Private Secretary to Hon'ble State Minister, Ministry of Labour and Employment, Bangladesh Secretariat, Dhaka.
13. Mr. Steven Turlik, Program Director, International Management Training and Career Development Centre, Canada Crop. 801-1050-Markram Road, Scarborough, Ontario, M1H2Y7, Canada.
14. Programmer, please upload [www.mole.gov.bd](http://www.mole.gov.bd)
15. Accounts Officer, Ministry of Labour & Employment, Dhaka.
16. P.O. to Additional Secretary, Ministry of Labour & Employment, Bangladesh Secretariat, Dhaka.
17. P.O. to Joint Secretary (Admin.), Ministry of Labour & Employment, Bangladesh Secretariat, Dhaka.
18. PA to Inspector General, Department of Inspection for Factories and Establishments, Dhaka.
19. PA to Director General, Department of Labour, Dhaka.
20. Mr. Md. Hannan Sardar, Protocol Officer, Ministry of Labour & Employment, Dhaka.
21. Office Copy.

  
 (Shaheen Akhter)  
 Deputy Secretary (Admin.)