

Government of the People's Republic of Bangladesh
Ministry of Labour and Employment
International Organizations-5
www.mole.gov.bd

No. 40.00.0000.022.02.001.15-20

Date: 19/02 /2019

From : S M Mikhail Islam
Assistant Chief

To : Chief Accounts Officer
Cabinet Division/Ministry of Labour & Employment
Segun Bagicha, Dhaka.

Subject: Official Delegation of Bangladesh to attend the 335th Governing Body Meeting of International Labour Organization to be held in Geneva, Switzerland during 18-28 March, 2019.

The undersigned is directed to inform that the Government of the People's Republic of Bangladesh has been pleased to constitute the following official delegation to attend the 335th Governing Body Meeting of International Labour Organization to be held in Geneva, Switzerland during 18-28 March, 2019.

Sl. No.	Name and Designation of Delegates	Position/Title	Duration
1)	Begum Monnujan Sufian, MP Hon'ble State Minister Ministry of Labour and Employment	Leader of Delegation	18-28 March, 2019.
2)	H. E. Mr. M Shameem Ahsan Ambassador and Permanent Representative Permanent Mission of Bangladesh, Geneva	Alternative Leader of Delegation (from Geneva)	18-28 March, 2019.
3)	Secretary Ministry of Labour and Employment	Deputy Leader of Delegation	18-28 March, 2019.
4)	Syed Ahmed Additional Secretary Ministry of Labour and Employment	Member	18-28 March, 2019.
6)	Umme Rehana Private Secretary to Honorable State Minister (Deputy Secretary) Ministry of Labour and Employment	Member	18-28 March, 2019.
7)	Mr. Md Humayun Kabir Deputy Chief Ministry of Labour and Employment	Member	18-28 March, 2019..
8)	Mr. Md. Abdul Wadud Akanda Second Secretary, Permanent Mission of Bangladesh to the UN, Geneva	Member (from Geneva)	18-28 March, 2019.
9)	Mr. S M Mikhail Islam Assistant Chief Ministry of Labour and Employment	Member	18-28 March, 2019.
10)	Ms. Shamima Sultana Hridoy Assistant Director, Central Fund Ministry of Labour and Employment	Member	18-28 March, 2019.

2. The programme duration mentioned above against each delegate are excluding travel and transit period. The journey of each of the delegate will commence on the most nearby date of the programme starting date applicable for each delegate and will leave Geneva on 29 March, 2019 or the most nearby date.

3. All expenses of Hon'ble State Minister, Ministry of Labour and Employment in connection to this programme will be borne from the budget of 2018-19 financial year of the Cabinet Division. While all expenses of Assistant Director, Central Fund will be borne from the budget of 2018-19 financial year of central fund,

Ministry of Labour and Employment. All expenses of others will be borne from the budget of 2018-19 financial year of the Ministry of Labour and Employment.

4. The period of visit including transit of the delegates will be treated as on duty and their usual honorarium/pay and allowances during the period will be payable from Bangladesh in local currency as per government rules.

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

S M

(S M Mikhail Islam)

Assistant Chief

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No. 40.00.0000.022.02.001.15-20 /1(30)

Date: 19/02 /2019

Copy forwarded for kind information and necessary action (Not in accordance with seniority):

1. Begum Monnujan Sufian, MP, Hon'ble State Minister, Ministry of Labour and Employment, Government of the Peoples' Republic of Bangladesh.
2. Cabinet Secretary, Cabinet Division, Bangladesh Secretariat, Dhaka.
3. Principal Secretary, Prime Minister's Office, Tejgaon, Dhaka.
4. Senior Secretary, Ministry of Public Administration, Bangladesh Secretariat, Dhaka.
5. Secretary, Finance Division, Ministry of Finance, Bangladesh Secretariat, Dhaka.
6. Secretary, Public Security Division, Ministry of Home Affairs, Bangladesh Secretariat, Dhaka.
7. Foreign Secretary, Ministry of Foreign Affairs, SegunBagicha, Dhaka.
8. H.E. the Ambassador & Permanent Representative, Permanent Mission of Bangladesh to the UN, Geneva, Switzerland.
9. Secretary, Ministry of Labour and Employment, Bangladesh Secretariat, Dhaka.
10. Syed Ahmed, Additional Secretary, Ministry of Labour and Employment.
11. Additional Secretary, Ministry of Labour and Employment, Dhaka.
12. Inspector General (Additional Secretary), DIFE, 23-24 Kawran Bazar, Dhaka.
13. Chief Executive Officer (CEO), National Skill Development Council (NSDC), Dhaka.
14. Director General, Department of Labour, 4 Rajuk Avenue, Dhaka.
15. Director General, National Security Intelligence, SegunBagicha, Dhaka.
16. Director General (Consular & Welfare), Ministry of Foreign Affairs, Dhaka (requested to kindly issue note verbal for this purpose).
17. Director General, Department of Immigration and Passport, Agargaon, Dhaka.
18. Umme Rehana, Ps to Hon'ble State Minister, Ministry of Labour and Employment, Dhaka.
19. Mr. Md Humayun Kabir, Deputy Chief, Ministry of Labour and Employment, Dhaka.
20. Deputy Secretary (Administration), Ministry of Labour and Employment, Dhaka (With a kind request to take necessary steps to issue financial GO).
21. Ps to Secretary (Deputy Secretary), Ministry of Labour and Employment, Dhaka.
22. Mr. Md. Abdul Wadud Akanda, Second Secretary, Permanent Mission of Bangladesh, Geneva.
23. Mr. S M Mikhail Islam, Assistant Chief, Ministry of Labour and Employment.
24. Ms. Shamima Sultana Hridoy, Assistant Director, Central Fund, Ministry of Labour and Employment.
25. Director, ILO Country Office for Bangladesh, House-SE(G)-2, Road No 140, Gulshan- 1, Dhaka
26. Director, Hazrat Shahjalal International Airport, Dhaka. Director, Division of Foreign Currency Policy, Bangladesh Bank, Dhaka.(with a kind request to take necessary steps for dollar endorsement if required)
27. Accounts Officer, Cabinet Division, Bangladesh Secretariat, Dhaka.
28. Accounts Officer/DDO, Ministry of Labour and Employment, Bangladesh Secretariat, Dhaka.
29. Programmer, Ministry of Labour and Employment, Dhaka.(with a request to upload the GO in the website of the ministry)
30. Mr. Md. Hannan Sarder, Protocol Officer, Ministry of Labour and Employment, Dhaka.

S M
29/02/19

(S M Mikhail Islam)
Assistant Chief