

Government of the People's Republic of Bangladesh
Ministry of Women and Children Affairs
Training Section
Bangladesh Secretariat, Dhaka-1000.
www.mowca.gov.bd

No: 32.00.0000.019.48.001.15(Part:1)-103

Date: 28.04.2016

To: Chief Accounts Officer
Ministry of Women and Children Affairs
A.G.B Bhaban, Segunbagicha, Dhaka.

Sub: Participation in the High Level Global Conference Towards Childhoods Free from Corporal Punishment to be held on 02-03 June, 2016 in Vienna, Austria.

The undersigned is directed to convey the sanction of the Government of the People's Republic of Bangladesh in favor of Mr. S. M. Latif, Private Secretary (Deputy Secretary) to Hon'ble State Minister, Ministry of Women and Children Affairs to participate in the High Level Global Conference Towards Childhoods Free from Corporal Punishment to be held on 02-03 June, 2016 in Vienna, Austria.

2. The sanction will be subjected to the terms and conditions mentioned below:
 - a. All expenses to be incurred during this programme will be borne by Government of Bangladesh;
 - b. The period of this programme & the time spent for travel & transit will be treated as on duty;
 - c. He will draw his pay and allowances in local currency. No part of it shall be drawn in foreign currency;
 - d. He will not extend his stay abroad beyond the permitted period;
 - e. He will leave Dhaka for Austria on 01 June, 2016 or a nearer date and will leave Austria for Dhaka on 04 June, 2016 or a nearer date.
 - f. He will submit a report within 07(seven) days after return.
3. This Government order is issued with the approval of the competent authority.



(Mina Parveen)
Joint Secretary
Phone: 88-02-9540061

No: 32.00.0000.019.48.001.15(Part:1)-103

Date: 28.04.2016

Copy forwarded for kind information and necessary action to: (Not according to seniority)

1. Senior Secretary, Ministry of Public Administration, Bangladesh Secretariat, Dhaka.
2. Secretary, Ministry of Foreign Affairs, Dhaka (With request to issue note verbal).
3. H.E. Ambassador of Austria in Bangladesh, P.R Tower 22nd Floor 32 Kamal Ataturk Av. Banani, 1213, Dhaka, Bangladesh.
4. H.E. Ambassador of Bangladesh in Austria Hofzeile 41190 Vienna, Austria.
5. Director General, Immigration and Passport, Dhaka (Attn. Deputy Director, Dhaka Regional Office)
6. Director, Hazrat Shahjalal International Airport, Dhaka.
7. Mr. S. M. Latif, Private Secretary (Deputy Secretary) to Hon'ble State Minister, Ministry of Women and Children Affairs, Dhaka.
8. Private Secretary to Secretary, Ministry of Women and Children Affairs, Dhaka.
9. Accounts Officer, Ministry of Women and Children Affairs, Dhaka.
10. Programmer, Ministry of Women and Children Affairs, Dhaka (with request to upload in the website).
11. Protocol Officer, Ministry of Women and Children Affairs, Dhaka.
12. P.O. to Additional Secretary (Admin/Dev & Planning), Ministry of Women and Children Affairs.
13. P.O. to Joint Secretary (Dev & Plan/Co-ord.), Ministry of Women and Children Affairs.


(Mina Parveen)
Joint Secretary