

Government of the People's Republic of Bangladesh  
Ministry of Shipping  
Admin-2 Section  
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No.18.00.0000.017.025.02.17- 84

Date: 02/03/2017

From: Rebeka Sultana  
Senior Assistant Secretary (Admin-2)  
To: Chief Accounts Officer  
Ministry of Shipping  
Segunbagicha, Dhaka.

Subject : Government's Approval to participate the 20<sup>th</sup> Maritime HR & Crew Management Summit.

Sir,

The undersigned is directed to convey the approval of the following officials to participate the 20<sup>th</sup> Maritime HR & Crew Management Summit to be held in Singapore from 08-09 March 2017(excluding travel and transit time) under the terms and conditions stipulated below:

- 1) Mr. Md Abdul Quddus Khan, Additional Secretary, Ministry of Shipping, Dhaka.
- 2) Capt. Kazi A.B.M Shameem, Deputy Commandant, Marine Academy, Chittagong.
- 3) Mr. Md Monjurul Kabir, Chief Engineer, Marine Academy, Chittagong.

Terms and conditions:

- 1) All expenses of the visit will be borne by the Image Promotional Fund, Marine Academy.
  - 2) They will not be allowed to receive any part of their salary/allowances in foreign currency.
  - 3) They will not be allowed over stay.
  - 4) On return from abroad, they will submit a report to the Ministry within 15 days.
  - 5) Their visit will be treated as on duty.
2. This order is issued with the approval of the competent authority.

Your sincerely,

*R. Sultana*

Rebeka Sultana  
Senior Assistant Secretary (Admin-2)  
Ministry of Shipping  
Phone: 9540219.

No.18.00.0000.017.025.02.17- 84/1(12)

Date: 02/03/2017

Copy forwarded for kind information and necessary action (Not in order of seniority) :

1. Secretary, Ministry of Foreign Affairs, Dhaka (Attn. Consular Section with request to kindly issue the required note verbal)
2. H.E. Ambassador, Embassy of Singapore, Entura Avenue, (5<sup>th</sup> Floor), CWN(C)-8/B, Gulshan Avenue, Bir Uttam Mir Shawkat Sharak, Dhaka-1212.
3. H.E. Ambassador, Embassy of Bangladesh, Singapore.
4. Director General, Department of Immigration and Passport, Agargaon, Dhaka, Bangladesh.
5. Mr. Md Abdul Quddus Khan, Additional Secretary, Ministry of Shipping, Dhaka.
6. Controller, Foreign Exchange, Bangladesh Bank, Dhaka, Bangladesh.
7. Director, Hazrat Shahajalal International Airport, Dhaka, Bangladesh.
8. PS to Minister, Ministry of Shipping, Dhaka, Bangladesh.
9. Commandant, Marine Academy, Jaldia, Anwara, Chittagong-4206.
10. Capt. Kazi A.B.M Shameem, Deputy Commandant, Marine Academy, Chittagong.
11. Mr. Md Monjurul Kabir, Chief Engineer, Marine Academy, Chittagong.
12. Programmer, Ministry of shipping, Bangladesh Secretariat, Dhaka, Bangladesh (Requested to upload the GO on Ministry Website).

*R. Sultana*  
02.03.2017

Rebeka Sultana  
Senior Assistant Secretary (Admin-2)  
Ministry of Shipping  
Phone: 9540219.