

Government of the People's Republic of Bangladesh
Finance Division, Ministry of Finance
Skills for Employment Investment Program (SEIP)
Probashi Kallyan Bhaban (15th Floor)
71-72 Eskaton Garden, Ramna, Dhaka-1000
www.seip-fd.gov.bd

No: FD/SEIP/OFT/137(Part-1)/2018-831

Date: 24 May 2018

I am directed to issue the travel order for **Mr. Jalal Ahmed**, Executive Project Director (Additional Secretary), SEIP Project of Finance Division, Ministry of Finance, Bangladesh to visit the Republic of Singapore to participate "Technical and Vocational Education and Training (TVET) Leadership Seminar" in the Institute of Technical Education (ITE) Education Services, Singapore. The duration of his visit will be **10-14 June, 2018** excluding the transit period under the terms and conditions described in Para 02.

02. The terms and conditions of the visit are as follows:
- The period of visit will be treated as on duty;
 - He will draw his usual pay and allowances as per his signed contract;
 - Expenses of Seminar Fee, Accommodation, Living Allowance, Local Transport and Basic Insurance of him regarding this visit will be borne by the ITEES Singapore; and Air Fare, Transit Allowances, Terminal Allowances, Pocket Allowances (as per Govt. Rules) of him regarding this visit will be borne by the SEIP Project;
 - He will not be allowed to stay abroad more than the approved period.
03. This order is issued with the approval of the appropriate authority.



24/05/2018
(Mohammed Walid Hossain)
Assistant Executive Project Director
(Deputy Secretary)
Phone: +8802 55138753-5
E-mail: walid6104@gmail.com

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Copy for information and necessary action to (not in order of seniority):

- Secretary, Finance Division, Ministry of Finance, Bangladesh Secretariat, Dhaka.
- Mr. Jalal Ahmed, Executive Project Director (Additional Secretary), SEIP Project, Finance Division.
- Additional Secretary (Budget & Macro-economic), Finance Division and National Project Director, SEIP Project, Finance Division, Ministry of Finance.
- Consul, Consulate of the Republic of Singapore in Dhaka, Bangladesh.
- Deputy Executive Project Director (Private-1/ Private-2/ Public/ FM), SEIP Project, Finance Division.
- Director General, Immigration and Passports, Agargaon, Dhaka.
- Director General (Consular), Ministry of Foreign Affairs, Dhaka.
- General Manager, Foreign Exchange Policy Department, Bangladesh Bank, Motijheel, Dhaka.
- Director, Hazrat Shahjalal International Airport, Dhaka.
- Chief Accounts Officer, Finance Division, Segunbagicha, Dhaka.
- IT & Database Specialist, SEIP Project, Finance Division, Ministry of Finance (with a request to upload the order in SEIP Website).
- Office Copy.


24/05/2018
(Mohammed Walid Hossain)
Assistant Executive Project Director
(Deputy Secretary)