

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)/2018-959

Date: 14 June 2018

I am directed to issue the travel order for **Ms. Razia Khan**, Project Officer (Contractual), SEIP Project of Bangladesh to visit Indonesia with her husband. Her duration of stay in Indonesia will be from **18 to 21 June 2018** or nearer possible date.

02. The terms and conditions of the visit are as follows:
- She will draw her usual pay and allowances as per her signed contract;
 - All expenses regarding this visit will be borne by herself; and
 - She will not be allowed to stay abroad more than the approved period (excluding transit period).
03. This order is issued with the approval of the appropriate authority.



(**Mohammed Walid Hossain**)
Assistant Executive Project Director
(Deputy Secretary)
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Copy for information and necessary action to (not in order of seniority):

- Additional Secretary, Finance Division and National Project Director, SEIP Project, Finance Division.
- Executive Project Director, SEIP Project, Finance Division, Ministry of Finance.
- Deputy Executive Project Director (Private-2), SEIP Project, Finance Division, Ministry of Finance.
- Ms. Razia Khan, Project Officer, SEIP Project, Finance Division.
- Director, Hazrat Shahjalal International Airport, Dhaka.
- IT & Database Specialist, SEIP Project, Finance Division, Ministry of Finance (with a request to upload the order in SEIP Website).
- Office Copy.