

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-2)/2018-19/২০৭৭

Date: 10 December 2018

I am directed to issue the travel order for **Ms. Sayeda Afroz**, Assistant Executive Project Director (Deputy Secretary), SEIP Project of Finance Division, Ministry of Finance, Bangladesh to visit the Republic of Singapore to participate the "ToT Program for Bangladeshi TVET Trainers (2nd Phase)" Nanyang Polytechnic International (NYPi) in Singapore. The duration of visit will be **15-22 December, 2018** excluding 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 her visit will be treated as on duty;
 - She will draw her usual pay and allowances as per her signed contract;
 - All expenses regarding this visit will be borne by the SEIP Project;
 - 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.



10, 12, 2018

Rahima Begum

Assistant Executive Project Director
(Deputy Secretary)

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

- Secretary, Finance Division, Ministry of Finance.
- National Project Director, SEIP Project, Finance Division, Ministry of Finance.
- Executive Project Director, SEIP Project, Finance Division, Ministry of Finance.
- H.E. the High Commissioner of Bangladesh in Singapore.
- Consul, Consulate of the Republic of Singapore in Dhaka, Bangladesh.
- Deputy Executive Project Director (Public/ Private-1/ Private-2/ 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.
- Ms. Sayeda Afroz, Assistant Executive Project Director (Deputy Secretary), SEIP Project, Finance Division, Ministry of Finance.
- 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).