

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/Leave/353/2018/773

Date: 24 April 2019

Travel Order

I am directed to issue the travel order for **Ms. Razia Khan**, Project Officer (Contractual), SEIP Project of Bangladesh to visit Singapore with her husband. Her duration of stay in Singapore will be from **31 May to 09 June 2019**.

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.
03. This order is issued with the approval of the appropriate authority.


(Md. Ziaul Huq)
Assistant Executive Project Director
(Deputy Secretary)
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Copy for information and necessary action to (not in order of seniority):

- National Project Director, SEIP Project, Finance Division.
- Executive Project Director, SEIP Project, Finance Division, Ministry of Finance.
- Deputy Executive Project Director (Private-1), 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.