



No. 47.63.0000.041.13.018.93/ ২২৯৩

Date: 5 /12/2017

**Office Order**

With reference to the RDCD Memo No.47.00.0000.031.24.026.15/1688, Dated: 04/12/2017 of Rural Development and Cooperative Division, M/o LGRD & Cooperatives, Government of the People's Republic of Bangladesh, the undersigned has been directed to permit Mr. Newaz Ahmed Chowdhury, Joint Director, Bangladesh Academy for Rural Development (BARD), Kotbari, Comilla to attend the Training Course on "Climate Change Adaptation Strategies" to be held in Singapore during 11-15 December, 2017 under the following terms and conditions:

**The terms and conditions:**

- While on deputation he will be treated as on duty (including the transit period);
- He will draw his pay and allowances in local currency. No part of it shall be drawn in foreign currency;
- The expenses of the tour will be borne by the sponsoring agency, Singapore Cooperation Programme (SCP);
- He will join BARD in due time after the expiry of his approved period of tour; and
- He will submit two copies of completion report on the aforesaid programme to BARD authority in the prescribed form within 5 (five) days of his arrival in Bangladesh. Otherwise, this period will be treated as unauthorized absence.

This order is issued with the approval of the competent authority.

*Kamrul Ahsan*

(Dr. Kamrul Ahsan)

Director (Administration)

Phone No: 081-60607

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**Copy for kind information and necessary action to:**

- Secretary, Ministry of Foreign Affairs, Dhaka.
- Secretary, Rural Development & Cooperative Division, Ministry of Local Govt. Rural Development & Cooperatives, Bangladesh Secretariat, Dhaka-1000.
- Honorary Consulate General, The Consulate of the Republic of Singapore, Ventura Avenue (5th floor), CWN(C)-8/B, Gulshan Avenue, Bir Uttam Mir Shawkat Sharak, Dhaka 1212, Bangladesh, Fax: 880-2-9883666.
- High Commissioner, High Commission for the People's Republic of Bangladesh, Singapore.
- Director General, Immigration and Passport, Shegun Bagicha, Dhaka.
- All Directors, BARD, Comilla.
- Joint Director (General Administration), BARD.
- Mr. Newaz Ahmed Chowdhury, Joint Director, BARD.
- OC, Immigration, Hazrat Shah Jalal (R.) International Airport, Dhaka.
- Deputy Director, Passport Office, Comilla.
- Accounts Officer, BARD, Comilla.
- Assistant Director (Dev. Com.) for posting the GO in website of BARD.
- PA to DG BARD, for kind information of Director General, BARD.

*Kamrul Ahsan*  
Director (Administration)