

Government of the People's Republic of Bangladesh
Ministry of Planning
Implementation Monitoring and Evaluation Division (IMED)
Sher-e-Bangla Nagar, Dhaka-1207
www.imed.gov.bd

Memo No: 21.00.0000.060.25.061.16-10

Date: 7 January, 2018

From : Fatima-Tuz-Johora Thakur
Deputy Director

To : Chief Accounts Officer
Implementation Monitoring and Evaluation Division
Segun Bagicha, Dhaka.

Subject : **Sanction for Participation in Overseas Study Tour on "Monitoring and Evaluation Procedures of Construction type Projects" in Sri Lanka (2nd batch).**

The undersigned is directed to convey the approval of the Government of the People's Republic of Bangladesh to the following Government Officials to visit Sri Lanka (2nd batch) for attending a Study Tour on "Monitoring and Evaluation Procedures of Construction type Projects" which will be conducted by **Global Consulting Group** under the Investment Project titled "Strengthening Monitoring and Evaluation Capabilities of IMED (SMECI) (1st Revised)" from **20-26 January 2018** (excluding travel time) from the date of actual travelling:

1. Dr. Selina Akhter, Joint Chief, Programming Division, Ministry of Planning, Sher-e-Bangla Nagar, Dhaka.
2. Mst. Tajkera Khatun, Director, IMED, Ministry of Planning, Sher-e-Bangla Nagar, Dhaka.
3. Md. Muzib-Ul Ferdous, Director, IMED, Ministry of Planning, Sher-e-Bangla Nagar, Dhaka.
4. Mohammad Moshir Rahman, Senior Programmer, IMED, Ministry of Planning, Sher-e-Bangla Nagar, Dhaka.
5. Sujan Chandra Bhowmik, Assistant director, IMED, Ministry of Planning, Sher-e-Bangla Nagar, Dhaka.

2. Terms and Conditions:

- a) While participating in the Study Tour and on journey to and from they will be treated as on duty.
- b) They will draw his/her pay and allowances in local currency, no part of it shall be drawn in foreign currency.
- c) Participants' airfare, daily allowances (including transit and terminal), program fees (including VAT+IT) will be born from "Strengthening Monitoring and Evaluation Capabilities of IMED (SMECI) (1st Revised)" Project.
- d) They will not be allowed to stay in abroad more than seven days (excluding travel time).
- e) They have to submit a report regarding the program to the Secretary, Implementation Monitoring and Evaluation Division within 15 (Fifteen) days of return from abroad (a copy to Project Director, SMECI Project).

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

4. The Program will be arranged by **Global Consulting Group**, 723 West Nakhhalpara House- Ferdous, Ellen Burry Row Tejgaon, Dhaka - 1215. Payment will be given into two instalments. Program development Fee (Including VAT-IT) will be paid in 1st instalment immediate after the starting of the program. Rest of the amount will be paid in the 2nd instalment after completion of the program. Payment will be given from SMECI (1st Revised) Project fund.


7/1/2018
(Fatima-Tuz-Johora Thakur)
Deputy Director
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e-mail : thakur.fatima@yahoo.com

Copy for information and necessary action to (not in accordance with the seniority):

1. Senior Secretary, Ministry of Public Administration, Bangladesh Secretariat, Dhaka.
2. Secretary, Planning Division, Sher-e-Bangla Nagar, Dhaka.
3. Secretary, Ministry of Foreign Affairs, Segun Bagicha, Dhaka.
4. H.E. The High Commissioner, High Commission of Sri Lanka, Dhaka, House No. 10, Road No. 62 Gulshan 2, Dhaka 1212.
5. H.E. The High Commissioner, High Commission of Bangladesh, Colombo, No. 03, Gregorys Road (R.G.Senanayake Mw), Colombo 07, Sri Lanka.
6. Director General, Immigration and Passport, Agargaon, Dhaka.
7. Director General (Consular), Ministry of Foreign Affairs, Dhaka (**With request to Issue Note Verbal**).
8. Director, Hazrat Shah Jalal (R) International Airport, Dhaka.
9. General Manager, Foreign Exchange Department, Bangladesh Bank, Dhaka.
10. Project Director, SMECI (1st Revised) Project, IMED, Ministry of Planning, Sher-e-Bangla Nagar, Dhaka.
11. Dr. Selina Akhter, Joint Chief, Programming Division, Ministry of Planning, Sher-e-Bangla Nagar, Dhaka.
12. Mst. Tajkera Khatun, Director, IMED, Ministry of Planning, Sher-e-Bangla Nagar, Dhaka.
13. Mr. Md Muzib-Ul Ferdous, Director, IMED, Ministry of Planning, Sher-e-Bangla Nagar, Dhaka.
14. Mr. Mohammad Moshiur Rahman, Senior Programmer, IMED, Ministry of Planning, Sher-e-Bangla Nagar, Dhaka.
15. Mr. Sujan Chandra Bhowmik, Assistant director, IMED, Ministry of Planning, Sher-e-Bangla Nagar, Dhaka.
16. **Global Consulting Group, 723 West Nakhhalpara House- Ferdaus, Ellen Burry Row Tejgaon, Dhaka – 1215 (Requesting to provide Offer letter to the project authority mentioning name of the participants).**
17. Accounts Officer SMECI (1st Revised) Project, IMED, Ministry of Planning, Sher-e-Bangla Nagar, Dhaka.


7/1/2018
(Fatima-Tuz-Johora Thakur)
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Copy for Information to:

1. PS to Honorable State Minister, Ministry of Planning, Sher-E-Bangla Nagar, Dhaka.
2. PS to Secretary, IMED, Ministry of Planning, Sher-E-Bangla Nagar, Dhaka.
3. PO to Additional Secretary (Admin), IMED, Ministry of Planning, Sher-E-Bangla Nagar, Dhaka.
4. PO to Joint Secretary (Admin), IMED, Ministry of Planning, Sher-E-Bangla Nagar, Dhaka.
5. Senior Programmer, IMED, Ministry of Planning, Sher-E-Bangla Nagar, Dhaka (**With Request to upload the GO in IMED website**).
6. Office Copy.