

**Government of the People's Republic of Bangladesh**  
Ministry of Local Government, Rural Development & Co-Operatives  
Local Government Division  
Admin-1 Section  
[www.lgd.gov.bd](http://www.lgd.gov.bd)

উন্নয়নের গণতন্ত্র  
শেখ হাসিনার মূলমন্ত্র

No- 46.00.0000.039.025.005.2019- 1393

Dated: 09/09/2019

**Subject:** Government's sanction to participate in the "Development Planning And Human Resource Development of Local Governments" to be held in Japan during 26 October 2019 to 03 November 2019 or nearest possible date.

The undersigned is directed to convey the sanction of the Government of the People's Republic of Bangladesh in favour of the following officials to participate in the "Development Planning And Human Resource Development of Local Governments" to be held in Japan during 26 October 2019 to 03 November 2019 or nearest possible date.

- 1) Mr. Md. Abdur Rauf, Joint Secretary, Local Government Division.
- 2) Mr. Mohammad Borhan Uddin, Director, National Institute of Local Government, Dhaka.
- 3) Mr. Md. Moniruzzaman, Director, National Institute of Local Government, Dhaka.
- 4) Mr. A B M Mahbub Alam, Deputy Chief, Planning Division.
- 5) Mr. Mohammad Amin Shorif, Assistant Chief, Local Government Division.
- 6) Mr. Md. Shah Jalal, Assistant Secretary, Local Government Division.
- 7) Ms. Jahan Afroz, Assistant Statistical Officer, Local Government Division.
- 8) Mr. A Jihad Sarker, Research Officer, National Institute of Local Government, Dhaka.

**02. Terms & Conditions :**

- (a) The period to be spent for the program will be treated as on duty.
- (b) All expenses to be incurred during this visit will be borne by UICDP
- (c) They will not be allowed to stay abroad beyond the approved period.
- (d) On return from abroad, they will report to their office and submit a report to this division/Ministry Within 15 days.

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

2/25/09. 10/19

(Md. Ershadul Haque)  
Deputy Secretary  
Phone-02-9575573  
e-mail: [lgadmin-1@lgd.gov.bd](mailto:lgadmin-1@lgd.gov.bd)

Chief Accounts Officer  
Local Government Division  
Ministry of LGRD & C  
CGA Bhavan (5th floor), Dhaka.

No- 46.00.0000.039.025.006.2019- 1393/1(10)

Dated: 09/09/2019

**Copy for Kind information & necessary action to (not according to seniority) :**

01. Senior Secretary, Ministry of Foreign Affairs, Dhaka.
02. Secretary, Ministry of Public Administration, Dhaka/ Planning Division.
03. Additional Secretary ( ), Local Government Division.
04. H.E. Ambassador, Embassy of Japan, Dhaka, Bangladesh.
05. H.E. Ambassador, Embassy of the Peoples Republic of Bangladesh, Tokyo, Japan.
06. Director General, Immigration & Passports, Dhaka/ Director General, National Institute of Local Government, Dhaka.
07. Director, Hazrat Shah Jalal International Airport, Dhaka.
08. Private Secretary to the Hon'ble Minister, Ministry of Local Govt. Rural Development & Co-operatives.
09. Private Secretary to Secretary, Local Government Division.
10. Mr. -----.

2/25/09. 10/19  
(Md. Ershadul Haque)  
Deputy Secretary