

**Government of the People's Republic of Bangladesh**  
Ministry of Local Government, Rural Development & Co-operatives  
Local Government Division.  
Bangladesh Secretariat, Dhaka  
www.lgd.gov.bd

উন্নয়নের গণতন্ত্র  
শেখ হাসিনার মূলমন্ত্র

Memo no: 46.039.025.00.00.001.2015- 269

02 Falgun 1424  
Date: 14 February 2018

To: Chief Accounts Officer  
Local Government Division  
Ministry of Local Government, Rural Development & Co-operatives  
Mouchak Tower (11th Floor)  
83/B, New Circular Road, Dhaka.

**Subject: Government Sanction for visiting Republic of Austria.**

Dear Sir,

The undersigned is directed to convey the sanction of the Government of the People's Republic of Bangladesh in favour of following Officials to participate in the Factory visit of KAISER Fahrzeugtechnik GmbH Manufacturing Company to be held in Republic of Austria during 24-28 February 2018 or 5 (Five) days from the date of departure:

1. Mr. Md. Shahidul Islam, Deputy Secretary, Local Government Division, M/O LGRD & Co.
2. S. M. Shafiqur Rahman, Executive Engineer (WMD), Dhaka North City Corporation.
3. Mr. Mohammad Ekramul Hoque Khondoker, Assistant Engineer (Machanical), Dhaka North City Corporation.

**02. Terms & Conditions:**

- a. The period to be spent for the program including travel will be treated as on duty.
- b. They will draw their usual pay and allowances from Bangladesh in local currency.
- c. All the expenses in connection with the visit in Austria will be borne by Sohel Engineering & Construction Ltd as per contract.
- d. They will not be allowed to stay abroad beyond deputed period.

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

Sincerely Yours

(Md. Shahidul Islam)  
Deputy Secretary  
Phone: 9575573

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Date: 14 February 2018

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

01. Senior Secretary, Ministry of Public Administration, Bangladesh Secretariat, Dhaka.
02. Secretary, Ministry of Foreign Affairs (Attn: Director general- Consular, With the request to issue necessary Note Verbale)
03. Additional Secretary (Admin), Local Germent Division.
04. Director General, Immigration & Passports, Dhaka.
05. Chief Executive Officer, Dhaka North City Corporation, Dhaka.
06. H.E. Ambassador, Embassay of Austria in New Delhi, India.
07. H.E. Ambassador, Embassay of the People's Republic of Bangladesh in Austria.
08. Private Secretary to the Hon'ble Minister, Ministry of LGRD&C.
09. Director, Hazrat Shah Jalal(R) International Airport, Dhaka.
10. Mr. Md. Shahidul Islam, Deputy Secretary, Local Government Division, M/O LGRD & Co.
11. Private Secretary to the Secretary, Local Government Division.
12. S. M. Shafiqur Rahman, Executive Officer (WMD), Dhaka North City Corporation.
13. Immigration Officer, Hazrat Shah Jalal (R) International Airport, Dhaka.
14. Mr. Mohammad Ekramul Hoque Khondoker, Assistant Engineer (Machanical), Dhaka North City Corporation.
15. Chief Accounts Officer, Dhaka North City Corporation, Dhaka.
- ✓ 16. Programmer, Local Government Division.

(Md. Shahidul Islam)  
Deputy Secretary