

Government of the People's Republic of Bangladesh  
Foreign Training Section, Ministry of Industries  
91, Motijheel C/A, Dhaka.  
www.moind.gov.bd

No. 36.00.0000.052.25.014.18-

Dated: 26 September, 2019

Chief Accounts Officer  
Ministry of Industries  
CGA Bhaban, Segunbagicha, Dhaka.

**Subject: Permission to participate in the *Joint Annual Meetings 2019 of International Laboratory Accreditation Cooperation (ILAC) and International Accreditation Forum (IAF)* to be held in Frankfurt, Germany from 21-30 October, 2019.**

Dear Sir,

The undersigned is directed to inform that the Government of the People's Republic of Bangladesh is pleased to allow **Mr. Md. Monwarul Islam**, Director General (Additional Secretary) and **Mr. Md. Mahbubur Rahman**, Deputy Director (Laboratory & Inspection), Bangladesh Accreditation Board [BAB], Dhaka to participate in the *Joint Annual Meetings 2019 of International Laboratory Accreditation Cooperation (ILAC) and International Accreditation Forum (IAF)* to be held in Frankfurt, Germany from 21-30 October, 2019 (excluding transit and travel time) under the following terms and conditions:

2. **Terms & conditions :**

- In this connection all expenses will be borne by Bangladesh Accreditation Board [BAB] as per existing govt. rules/regulations.
- They will be treated as on duty during the tour and transit and will receive pay and allowances for this period accordingly.
- They will not be allowed to draw their pay and allowances in foreign currency.
- They will not be allowed to extend their stay abroad beyond the permitted time.
- They will have to submit a concise report (1-2 pages) to the Secretary, Ministry of Industries within **seven days** after returning from abroad in this regard.

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

Sincerely yours,

*sdt*

(Nilufar Jesmin Khan)  
Senior Assistant Secretary  
Phone: +88 02 9551410  
E-mail: sasfortr@moind.gov.bd

No. 36.00.0000.052.25.014.18- 545

Dated: 26 September, 2019

**Copy for kind information & necessary action to (Not on the base of seniority):**

- Principal Secretary, Prime Minister's Office, Tejgaon, Dhaka.
- Senior Secretary, Ministry of Foreign Affairs, Dhaka (**With the request to take necessary action for issuing Note Verbale**).
- Secretary, Ministry of Public Administration, Bangladesh Secretariat, Dhaka.
- Embassy of Bangladesh in Germany (By diplomatic bag).
- Director General, Department of Immigration & Passport, Dhaka.
- Mr. Md. Monwarul Islam**, Director General (Additional Secretary), BAB, Dhaka.
- P.S. to Minister/ Minister of State, Ministry of Industries, Dhaka.
- Director, Hazrat Shahjalal International Airport, Dhaka.
- P.S. to Secretary, Ministry of Industries, Dhaka.
- System Analyst, Ministry of Industries, Dhaka (To upload in the website of Ministry of Industries).
- Controller of Foreign Exchange, Bangladesh Bank, Dhaka.
- Mr. Md. Mahbubur Rahman**, Deputy Director (Laboratory & Inspection), Bangladesh Accreditation Board [BAB], Dhaka
- Office copy.

*[Signature]*  
26.09.19

(Nilufar Jesmin Khan)  
Senior Assistant Secretary