

Government of the People's Republic of Bangladesh
Security Services Division
Ministry of Home Affairs
Immigration-4 Branch
www.ssd.gov.bd

No-58.00.0000.043.32.007.17.79

Date: 26/02/2018

To: Chief Accounts Officer
Security Services Division, Ministry of Home Affairs
C.G.A. Bhaban, Segunbagicha, Dhaka.

Subject: Government order to visit Malaysia for rendering passport service (MRP) at Bangladesh High Commission in Malaysia .

Sir,

The undersigned is directed to convey the sanction of Security Services Division, Ministry of Home Affairs in favour of the following employees to visit Malaysia for rendering passport service (MRP) at Bangladesh High Commission in Malaysia for a period of time specified against each employee.

S.I	Name	Designation & Address	Duration
1.	Md. Abdul Baten Khan	Steno Typist Cum-Computer Operator, Security Services Division, The Ministry of Home Affairs.	30(thirty) days
2.	Md. Shahidul Islam	Steno Typist Cum-Computer Operator, Security Services Division, The Ministry of Home Affairs.	30(thirty) days
3.	Mohammad Ashadurzzaman	Steno Typist Cum-Computer Operator, Security Services Division, The Ministry of Home Affairs.	30(thirty) days
4.	Md. Masum Hussain	Office Assistant-cum-Computer Typist, Security Services Division, The Ministry of Home Affairs.	30(thirty) days
5.	K. M. Matlubur Rahman	Office Assistant-cum-Computer Typist, Security Services Division, The Ministry of Home Affairs.	30(thirty) days
6.	Suncher Ali Khan	Office Assistant-cum-Computer Typist, Security Services Division, The Ministry of Home Affairs.	30(thirty) days
7.	Md Nazmul Islam	Deputy Assistant Director Regional Passport Office, Uttara, Dhaka	60(Sixty) days
8.	Md Enayeth Ullah	Deputy Assistant Director Regional Passport Office, Chandgaon, Chittagong	60(Sixty) days
9.	Md Abdul Khaleque	Upper Division Assistant Divisional Passport and Visa Office, Dhaka (Attached: MRP and MRV Project, Dhaka)	60(Sixty) days
10.	Saiful Islam	Upper Division Assistant Regional Passport Office, Mymensingh (Attached: Head Quarter, Dhaka)	60(Sixty) days
11.	Md Ruhul Amin	Computer Operator Data Centre, Dhaka	60(Sixty) days
12.	S M Asraful Alam	Computer Operator Disaster Recovery Centre, Jessore (Attached: Regional Passport Office, Jessore)	60(Sixty) days
13.	Mohammad Jaherul Islam	Data Entry/Control Operator Divisional Passport and Visa Office, Khulna (Attached: Head Quarter, Dhaka)	60(Sixty) days
14.	Md. Kamal Hossain	Data Entry/Control Operator Regional Passport Office, Brahmanbaria	60(Sixty) days
15.	K M Bulbul Firoz	Data Entry/Control Operator Personalization Centre, Dhaka	60(Sixty) days
16.	Md Ismail Sarker	Office Assistant-cum-Computer Typist Regional Passport Office, Chandgaon, Chittagong	60(Sixty) days
17.	Md. Badal Hosen	Office Assistant-cum-Computer Typist Regional Passport Office, Jessore (Attached: Head Quarter, Dhaka)	60(Sixty) days

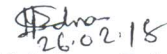
18.	Md. Sayfuiddin	Office Assistant-cum-Computer Typist Regional Passport Office, Uttara, Dhaka (Attached: Head Quarter, Dhaka)	60(Sixty) days
19.	Muhammad Muyinuddin	Office Assistant-cum-Computer Typist Divisional Passport and Visa Office, Agargaon, Dhaka	60(Sixty) days
20.	Md Al Mamun	Office Assistant-cum-Computer Typist Divisional Passport and Visa Office, Barisal	60(Sixty) days

02. This order is enforceable subject to the following terms and conditions :

- (1) All related travel expenses of the employees of Security Services Division pertaining to this visit shall be borne by this Division (from the financial code no. 3-7301-001-4801-) and travel expenses of the rest of employees will be borne by Department of Immigration & Passport (from the financial code no. 3-7375-0000-4801).
- (2) The employees will be treated as on duty during this period including travel and transit.
- (3) The employees will draw their usual pay and allowances from Bangladesh in local currency. No part of it shall be drawn in foreign currency.
- (4) The employees shall discharge their duties with honesty and sincerity. If any employee leaves Malaysia on personal or disciplinary grounds, he will have to bear all related expenses of his own.
- (5) They will submit a report to this division within 07 working days from the date of their entry into Malaysia.
- (6) All employee will leave Bangladesh on or before 27.02.2018 to join at Bangladesh Mission in Malaysia.

03. This G.O is issued with the approval of the competent authority.

Yours Sincerely,



(A.K.M Mukhlesur Rahman)

Joint Secretary

Phone: 9574532

E-mail : Immi4@ssd.gov.bd

No-58.00.0000.043.32.07.17.79

Date: 26/02/2018

Copy for kind information and necessary action (may not be according to seniority):

01. Secretary, Finance Division, Ministry of Finance, Bangladesh Secretariat, Dhaka.
02. Secretary, Ministry of Foreign Affairs, Dhaka.
03. Director General, Department of Immigration & Passport, Dhaka.
04. His Excellency, High Commissioner of Bangladesh in Malaysia.
05. His Excellency, High Commissioner of Malaysia, Dhaka, Bangladesh.
06. PS to Hon'ble Minister, Ministry of Home Affairs, Bangladesh Secretariat, Dhaka.
07. General Manager, Foreign Exchange Policy Division, Bangladesh Bank, Dhaka.
08. PS to Secretary, Security Services Division, Ministry of Home Affairs, Bangladesh Secretariat, Dhaka.
09. First Secretary, High Commissioner of Bangladesh in Malaysia.
10. Director, Hazrat Shahjalal (R.) International Airport, Dhaka.
11. Senior Assistant Secretary, Consular Section, Ministry of Foreign Affairs, Dhaka.
12. Officer in Charge (Immigration), Hazrat Shahjalal (R.) International Airport, Dhaka.
13. Senior Assistant Secretary, ICT Cell, Security Services Division, Ministry of Home Affairs, ICT Section (With request to publish the GO in the website of this division).
14. Mr/Ms/Mrs.
15. Office/Master Copy.