

The Government of the People's Republic of Bangladesh
Ministry of Civil Aviation & Tourism
Biman Section
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No. 30.00.0000.017.06.021.2012- 586

Date: 21 August 2016

From : Nilufar Jesmin Khan
Senior Assistant Secretary

To : Chief Accounts Officer
Ministry of Civil Aviation & Tourism
CGA Bhaban (3rd Phase)
Segunbagicha, Dhaka.

Sir,

I am directed to convey the sanction of the Government of the People's Republic of Bangladesh in favour of the following officers to visit the Kingdom of Saudi Arabia in order to monitor the preparatory activities before City Check-In for Hajj Pilgrims at Makka and Medina and also to fix-up the working plan of City Check-In implementation firm M/S Alfa International selected by Biman Bangladesh Airlines Ltd:

- a. Mr. Abul Hasnat Md. Ziaul Haque, Additional Secretary, Ministry of Civil Aviation & Tourism, Government of the People's Republic of Bangladesh.
- b. Mr. Md. Atique Sobhan, Director, Customer Services (Acting), Biman Bangladesh Airlines Ltd,

2. The sanction is subject to the following terms and conditions:

(a) They will leave for the Kingdom of Saudi Arabia on 05 September 2016 or nearest suitable date and return from the Kingdom of Saudi Arabia on 18 September 2016 or nearest suitable date. Total duration for this visit will be 16 (Sixteen) days;

(b) They will be treated as on duty during the period of visit & they will draw their salary & allowances in local currency;

(c) All expenses in this connection of the visitors mentioned above will be borne by Biman Bangladesh Airlines Limited.

3. Mrs. Zeenat Farzana, wife of Mr. Abul Hasnat Md. Ziaul Haque will accompany with him. He will bear all expenses of his wife from his own fund.

4. This has been approved by the competent authority and this is an official visit.


Yours sincerely


21.08.16
Nilufar Jesmin Khan

Senior Assistant Secretary
Phone No. (88) 02-9514353
E-mail: bimansection@yahoo.com

Copy forwarded for kind information and necessary action to (Not in accordance with seniority):

1. Cabinet Secretary, Cabinet Division, Bangladesh Secretariat, Dhaka.
2. Principal Secretary, Prime Minister's Office, Tejgaon, Dhaka/Senior Secretary, Ministry of Public Administration/ Ministry of Home Affairs/Secretary, Ministry of Religious Affairs/Ministry of Foreign Affairs.
3. H.E.Ambassador of Kingdom of Saudi Arabia in Bangladesh, H-5 (NE) L, R-83, Gulshan-2, Dhaka.
4. H.E.Ambassador of Bangladesh in Kingdom of Saudi Arabia (by bag).
5. Director General, Directorate of Immigration & Passport, Agargaon, Dhaka.
6. Consul General, Consulate General of Bangladesh, Jeddah, KSA
(to provide necessary protocol assistance).
7. Chairman, Civil Aviation Authority of Bangladesh, Kurmitola, Dhaka.
8. Mr. Abul Hasnat Md. Ziaul Haque, Additional Secretary, Ministry of Civil Aviation & Tourism.
9. Managing Director & CEO, Biman Bangladesh Airlines Ltd, Kurmitola, Dhaka.
10. Counsellor (Hajj), Bangladesh Hajj Office, Makkah Al-Mukarramah, KSA.
11. P.S to Hon'ble Minister, Ministry of Civil Aviation & Tourism.
12. P.S to Secretary, Ministry of Civil Aviation & Tourism.
13. Deputy Secretary and DDO (Admin-1), Ministry of Civil Aviation & Tourism. Senior
14. Mr. Md. Atique Sobhan, Director, Customer Services (Acting), Biman Bangladesh Airlines Ltd,
15. Mrs. Zeenat Farzana, C/O Mr. Abul Hasnat Md. Ziaul Haque, Additional Secretary, Ministry of Civil Aviation & Tourism
16. Assistant Programmer ICT Cell, Ministry of Civil Aviation & Tourism.
17. Personal Officer to Additional Secretary (Admin & Tourism)/ (Biman & CA), Ministry of Civil Aviation & Tourism.
18. Assistant Accounts officer, Ministry of Civil Aviation & Tourism.


21.08.16
Nilufar Jesmin Khan
Senior Assistant Secretary