

Government of the People's Republic of Bangladesh  
Ministry of Public Administration  
Printing Section  
[www.mopa.gov.bd](http://www.mopa.gov.bd)

No-05.00.0000.120.25.010.24-236

Date : 02 December, 2024

Government Order

The undersigned is directed to convey the Government's approval to the following officials for Pre-Shipment Inspection of the 01(One) Gathering Machine and related services in Germany from 07 December, 2024 to 13 December, 2024 or from the date of commencement of journey for 07 (Seven) days including transit period under the following terms & conditions:

SL. No.	Name & Designation	Office Address
1.	S M SHAH HABIBUR RAHMAN HAKIM Director (Joint-Secretary)	Department of Printing & Publications Ministry of Public Administration, Dhaka.
2.	MD TAZIM UR RAHMAN Deputy Director (Deputy Secretary)	Bangladesh Government Press Ministry of Public Administration, Dhaka.
3.	JAMILA SHABNAM Deputy Secretary	Ministry of Public Administration, Dhaka.

2. Terms & Conditions:

- (a) The period of this visit including transit will be treated as on duty.
- (b) Modern Technology 164/B, East Kafrul, Cantonment, Dhaka-1206 will bear all the expenses of this visit.
- (c) On return from abroad, officials will report to their office and submit a report to the Ministry of Public Administration within 15 (fifteen) days.
- (d) They will draw their pay and allowances from their own offices in local currency.
- (e) They will draw allowances admissible by rules.
- (f) They will not be allowed to stay abroad beyond the approved period.

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

  
(Samiul Amin)

Senior Assistant Secretary  
Phone: +880255100180  
e-mail: [adminprint@mopa.gov.bd](mailto:adminprint@mopa.gov.bd)

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Date : 02 December, 2024

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

1. Cabinet Secretary, Cabinet Division, Dhaka/Principal Secretary, Chief Adviser Office, Dhaka.
2. Secretary/Senior Secretary, Security Services Division/Public Security division, Ministry of Home Affairs, Dhaka.
3. H.E. the Ambassador, Embassy of the People's Republic of Germany in Bangladesh/ H.E. the Ambassador, the Embassy of the People's Republic of Bangladesh in Germany.
4. Additional Secretary (Administration), Ministry of Public Administration, Dhaka.
5. Director General, Department of Immigration & Passports, Agargaon, Dhaka
6. Director General, Department of Printing & Publications Tejgaon, Dhaka.
7. Director General (Consular), Ministry of Foreign Affairs, Dhaka (with request to issue Note Verbale).
8. Executive Director, Hazrat Shahjalal International Airport, Dhaka.
9. S M SHAH HABIBUR RAHMAN HAKIM, Director (Joint-Secretary), Department of Printing & Publications, Ministry of Public Administration, Dhaka.
10. MD TAZIM UR RAHMAN, Deputy Director (Deputy Secretary), Bangladesh Government Press, Ministry of Public Administration, Dhaka.
11. JAMILA SHABNAM, Deputy Secretary, Ministry of Public Administration, Dhaka.
12. P.S. to Senior Secretary, Ministry of Public Administration, Dhaka.
13. Senior Systems Analyst, PACC, Ministry of Public Administration, Dhaka (with request to publish in the MOPA website).
14. Chief Accounts and Finance Officer (CAFO), Ministry of Public Administration, Segun bagicha, Dhaka.
15. Proprietor, Modern Technology 164/B, East Kafrul, Cantonment, Dhaka-1206.
16. Office Copy/Master Copy.

  
(Samiul Amin)  
Senior Assistant Secretary