

**Government of the People's Republic of Bangladesh**  
**Bangladesh Telecommunication Regulatory Commission**  
**IEB Bhaban, Ramna, Dhaka-1000**  
**www.btrc.gov.bd**

No. 14.32.0000.004.25.002.17. / 7/2

Date: 02/07/2017

**Subject: Sanction of official tour of Mr. Hazzaz Hossen Helal, Assistant Director, Legal & Licensing Division, BTRC to India.**

The undersigned is directed to convey the sanction of deputation for Mr. Hazzaz Hossen Helal, Assistant Director, Legal & Licensing Division of Bangladesh Telecommunication Regulatory Commission (BTRC) to attend the HRD Training Course on "Broadband Policy for Universal Access" organised by Asia-Pacific Telecommunity (APT) to be held in India from 13-19 September, 2017 (excluding travel time).

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

- a) All the expenses of this tour will be borne by APT;
- b) He will be treated on duty during the period of the tour;
- c) He will draw his pay and allowances in local currency, no part of it shall be drawn in foreign currency;
- d) He will not be allowed to overstay;
- e) He will submit the flight itinerary to Administration Division before departure.
- f) He will submit a report on the Training within 7 (Seven) days after returning from abroad.


  
(Aftab Md. Rashedul Wadud)  
Director (Admin)  
Phone: +88 02 9554689

No.14.32.0000.004.25.002.17. / 7/2

Date: 02/07/2017

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

1. Secretary, Ministry of Foreign Affairs, Shegun Bagicha, Dhaka  
Attn: Director General (Consular) with a request to issue note verbal.
2. Secretary, Posts & Telecommunications Division, Bangladesh Secretariate, Dhaka.
3. Director General, Immigration & Passport, Agargaon, Dhaka.
4. Director, Hazrat Shahjalal International Airport, Kurmitola, Dhaka.
5. Mr. Zian Shah Kabir, Deputy Director, Systems & Services Division & Focal Point, BTRC;
- ✓ 6. Mr. Hazzaz Hossen Helal, Assistant Director, Legal & Licensing Division, BTRC,
7. PS to Chairman & PO to Vice Chairman/Commissioners, BTRC, Dhaka (for kind information of the Chairman, Vice Chairman & Commissioners).
8. PO to Director General (Admin/LL), BTRC, Dhaka.
9. PA to Director (Finance, Accounting and Revenue), BTRC, Dhaka.
10. Office Copy.
11. Personal File.

  
Khaled Faisal Rahman  
2/7/2017  
Senior Assistant Director (Admin)  
Phone: +88 02 9511129