

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

No.14.32.0000.400.25.001.17. 1741

Date: 27/06/2018

Subject: Sanction of official tour of Mr. Md. Towfiqul Alam, Assistant Director, BTRC to Vietnam.

The undersigned is directed to convey the sanction of deputation for Mr. Md. Towfiqul Alam, Assistant Director, Enforcement & Inspection Directorate of Bangladesh Telecommunication Regulatory Commission (BTRC) to attend the "The 4th Asia-Pacific Regional Forum on Smart Sustainable Cities and e-Government 2018" organized by International Telecommunication Union (ITU) to be held in Thanh Hoa City, Vietnam from 04-06 July, 2018 (excluding travel time).

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

- a) BTRC will bear the hotel accomodation & ITU will bear the air ticket and daily allowances of this tour;
- 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.

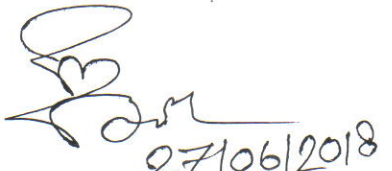

(Aftab Md. Rashedul Wadud)
Director (Admin)
Phone: +88 02 9554689

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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. Director (Finance, Accounting and Revenue), BTRC (with a request to issue financial G.O);
6. Mr. Md. Towfiqul Alam, Assistant Director, Enforcement & Inspection Directorate, BTRC;
7. PS to Chairman, PO to Vice Chairman & Commissioners, BTRC, Dhaka (for kind information of the Chairman, Vice Chairman & Commissioners);
8. PO to DG (Admin/E&O), BTRC, Dhaka;
9. PA to Director (E&I), BTRC, Dhaka;
10. Office Copy;
11. Personal File.


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