



HO-HRMD-4/F.Training-21/2018-2019/527

Dated:-08.08.2018

OFFICE MEMORANDUM

The following executive of Bangladesh Krishi Bank has been approved by the Training and Discipline Branch of Financial Institutions Division, Ministry of Finance, Govt. of the people's Republic of Bangladesh, vide their Letter no: 53.00.0000.231.25.046.17-555 dated 06.08.2018 to visit Singapore from 13.08.2018 to 17.08.2018 (excluding travel time) for attending the " SWIFT Technical Training on Release 7.2 Migration for Bangladesh Banking Community " and ex-Bangladesh leave to visit Singapore and Malaysia from 18.08.2018 to 20.08.2018(including travel time) under the following terms and conditions :-

1. **Mr. Md. Mostafizur Rahman, Assistant General Manager, Bangladesh Krishi Bank.**

Terms and conditions:

- a) The period of his official visit in Singapore will be treated as on duty but the period of his personal visit in Singapore and Malaysia will be treated as ex-Bangladesh leave;
 - b) He will draw his pay and allowances in local Currency;
 - c) Bangladesh Krishi Bank will bear all expenses relating to the official visit and Mr. Md. Mostafizur Rahman will bear all expenses relating to his personal visit; and
 - d) He will not be allowed to stay abroad more than the approved period.
2. This order has been issued with the approval of appropriate authority.

Concerned Executive

Your's sincerely

(Mohammad Alauddin)
Assistant General Manager

HO/HRMD-4(F.Traning-21)/2018-2019/527(8)

Dated:-08.08.2018

Copy Forwarded for kind information & necessary action to :

01. The Chief Staff Officer, MD's Secretariat, BKB, Head Office, Dhaka.
02. Staff Officer, General Manager (Admin), BKB, Head Office, Dhaka.
03. Staff Officer, General Manager (Operation & Planning), BKB, Head Office, Dhaka.
04. Deputy General Manager, HRMD-2/ International Trade, BKB Head Office, Dhaka.
- ✓ 05. Deputy General Manager, ICT Systems Card and Mobile Banking Division (with request to publish this order on BKB website).
06. Immigration Officer, Hazrat Shah Jalal International Airport, Dhaka.
07. Office Copy.

(Md. Atiqur Rahman)
Assistant General Manager