



BANGLADESH KRISHI BANK
83-85.Motijheel Commercial Area
Head office, Dhaka-1000

Human Resource Management Department-2
Phone-9553529
E-Mail:dgmrhd@krishibank.org.bd

HO-HRMD-2/F.Training-21/2019-2020/

Dated:-16.01.2020

OFFICE MEMORANDUM

The following executive of Bangladesh Krishi Bank has been approved by the Govt. of the people's Republic of Bangladesh, Ministry of Finance, Financial Institutions Division, vide their Letter no: 53.00.0000.231.25.010.19-16 dated 05.01.2020 to visit Sri Lanka from 20.01.2020-23.01.2020 (excluding travel time) for attending " Dun & Bradstreet 14th Annual International Trade Conference" under the terms and conditions described as follows:-

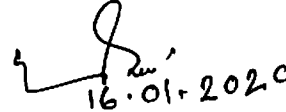
Sl no	Name	Designation
1	Mr. Md. Mostafizur Rahman	Assistant General Manager BKB, Head office, Dhaka.

Terms and conditions:

- He will be treated as on duty while visiting Sri Lanka;
- He will draw his pays and allowances in local Currency;
- Dun & Bradstreet South Asia Middle East Limited, DIFC, Dubai will bear his accommodation and food expenses but his airfare and visa processing fee will borne by Bangladesh Krishi Bank relating to the visit;
- He will not be allowed to stay abroad more than the approved period;
- He will submit a comprehensive report to FID after coming back to the country.

By Order-

Concerned Executive


16.01.2020
(Md. Abu Sadiq Mia)
Deputy General Manager

HO/HRMD-2(F.Traning-21)/2019-2020/ 2087

Dated:-16.01.2020

Copy Forwarded for kind information & necessary action to :

- The Chief Staff Officer, MD's Secretariat, BKB, Head Office, Dhaka.
- Staff Officer, DMD's Secretariat, BKB, Head Office, Dhaka.
- Staff Officer, General Manager (Admin), BKB, Head Office, Dhaka.
- Deputy General Manager, HRMD-2 / International Trade Department, Bangladesh Krishi Bank, Head Office, Dhaka.
- ✓ Deputy General Manager, ICT Systems Card and Mobile Banking Division (with request to publish this order on BKB website).
- Visa Officer, Embassy of Sri Lanka.
- Immigration Officer, Hazrat Shah Jalal International Airport, Dhaka.
- Office Copy.


16.1.2020
(Raihana Begum)
Senior Principal Officer