

বাংলাদেশ কৃষি গবেষণা ইনস্টিটিউট
TRAINING AND COMMUNICATION WING
BANGLADESH AGRICULTURAL RESEARCH INSTITUTE
GAZIPUR-1701

Memo No: 12.21.0000.000.013.80.0011.25

Date:

FROM : Director (Training and Communication Wing), Bangladesh Agricultural Research Institute, Gazipur
TO : Superintendent Engineer, Building and Ground Section, BARI, Gazipur
SUBJECT : Approval for the deputation of Md. Abdur Rahman (BARI3003), Sub-Assistant Engineer (Electrical), Building and Ground Section, BARI, Gazipur to attend the training on Technical Training and Technology Transfer in Shenzhen New Positive Energy Electronics Co. Ltd, China during the period from 17/12/2025 to 16/12/ 2026.

Ref : 12.21.0000.000.010.99.0001.22.664; Date:03/12/2025

With reference to the above-mentioned subject and issues, the deputation of Md. Abdur Rahman (BARI3003), Sub-Assistant Engineer (Electrical), Building and Ground Section, BARI, Gazipur is hereby approved for participating in the training on Technical Training and Technology Transfer in Shenzhen New Positive Energy Electronics Co. Ltd, China during the period from 17/12/2025 to 16/12/ 2026 under the following terms and conditions:

The terms and conditions are as follows:

- a.
1. He will be considered *on duty* during the entire period of deputation and travel.
 2. He will be entitled to his usual salary and other benefits in Taka during the deputation.
 3. As per the bond, he will be required to serve this institute for at least five (05) years from the date of joining after completion of the deputation.
 4. All expenditures related to the training will be borne by Shenzhen New Positive Energy Electronics Co. Ltd., China.
 5. He must report to the Bangladesh Embassy in China within seven (07) days of arrival.
 6. He must not overstay abroad beyond the approved deputation period.
 7. He must provide the institute with his full correspondence details (Phone, E-mail, Name and Address of Major Professor, etc.) immediately after reaching China.
 8. Upon return, he must submit three (03) copies of the training report in the prescribed form of the Ministry of Public Administration, along with the joining letter, to the Director General through proper channels.
 9. The Officer-in-Charge will collect all official materials from him before release and inform the Director (T&C) Wing, BARI, Gazipur.
 10. He must comply with all government rules issued from time to time.
- b. This order is issued with approval of the competent authority.

Sd/-
(Dr. Md. Ataur Rahman)
Director (T&C)

Memo No: 12.21.0000.000.013.80.0011.25. 2260

Date: 11.12.2025

CC: Kind information and necessary action: (Not as per Seniority)

1. Principal Secretary, Chief Adviser's Office, Tejgaon, Dhaka.
2. Senior Secretary, Ministry of Public Administration, Bangladesh Secretariat, Dhaka.
3. Senior Secretary, Ministry of Foreign Affairs, Shegunbagicha, Dhaka (You are requested to issue note verbal).
4. Secretary, Ministry of Agriculture, Bangladesh Secretariat, Dhaka.
5. Senior Secretary, Ministry of Home Affairs, Bangladesh Secretariat, Dhaka.
6. Executive Chairman, Bangladesh Agricultural Research Council, Farmgate, Dhaka.
7. Additional-Secretary (Research), Ministry of Agriculture, Bangladesh Secretariat, Dhaka
8. Controller, Foreign Exchange Division, General branch, Bangladesh Bank, Head Office, Dhaka
9. Director General, Passport Office, Passport Bhabon, Agargaon, Sher-e-Bangla Nagar, Dhaka-1207
10. Director (Research/Support Service), BARI, Gazipur.
11. Officer In-charge, Hazrat Shajalal International Airport, Dhaka.
12. CSO, ASICT Division, BARI, Joydebpur, Gazipur. You are requested to keep the record and publish on BARI Website.
13. Deputy Director, (Accounts and Finance Section/Administration Section), BARI, Gazipur.
14. Md. Abdur Rahman (BARI3003), Sub-Assistant Engineer (Electrical), Building and Ground Section, BARI, Gazipur
15. PS to Director General, BARI, Gazipur.
16. ACR cell/Personal File/Master File, Administration Section, BARI, Gazipur.
17. Office Copy.

(Dr. Md. Ataur Rahman)
Director (T&C)