

# **Annual Report 2015-2016**



**Bangladesh Civil Service Administration Academy**

**Dhaka**

**Annual Report 2015-2016**

# Bangladesh Civil Service Administration Academy

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## ***Message***

I appreciate the sincere endeavor of the Bangladesh Civil Service Administration Academy for publishing the Annual Report for the year 2015-16. Annual Report is the anthology of the functions of an organization of a year. This document creates the opportunity to get useful information about the academy. It also conforms with the right to information of the stakeholders. Equally, transparency is ascertained by this report.

The academy, being the lone training institution in its domain, is responsible for preparing competent, dedicated, and motivated public managers and leaders through need- and result-based trainings. This report highlights the functions and achievements of the academy decided for the FY 2015-16. It also gives some ideas of future plans and activities.

I strongly believe that the academy will continue its mission to create a pool of highly skilled and ready-to-serve professionals to accomplish the objectives of the Vision 2021 and Vision 2041 of the government.

***Syed Ashrafur Islam***

Minister

Ministry of Public Administration



## ***Message***

It gives me immense pleasure to write few words on the occasion of the publication of the Annual Report of the academy. This comprehensive report focuses on the activities and functions of the academy for the fiscal year 2015-2016.

The Ministry of Public Administration is entrusted with the responsibility to build a knowledgeable, competent and capable workforce for delivering public service efficiently and promptly. The academy, on behalf of the ministry, is arranging goal oriented dedicated training programs for the members of the Bangladesh Civil Service. The policies and programs of the government will be achieved completely and timely when expert workforce is implementing them.

I hope the academy will explore and embrace all opportunities to raise the standard of both the academy and its training programs.

***Ismat Ara Sadique***  
Minister of State  
Ministry of Public Administration



## ***Message***

I express my warm appreciation for giving me the opportunity to offer few words for the annual report of the academy. The annual report causes the possibility to report, learn and review the activities of an organization. Likewise, the academy gives an account of the activities it has performed in the financial year 2015-2016.

Undeniably, the success of the performance of the government significantly depends on the competence of the public officials. Training not only offers knowledge but also encourages and persuades young minds to be accomplished in all respect. Hence, training academy needs to play crucial and critical role in preparing the workforce for efficiently assisting and supporting the government. It is commendable that the academy has fulfilled most of the functions timely and successfully.

Finally, I would like to thank the Rector and his team for publishing the annual report underlining the foremost activities of the academy.

***Mohammad Shafiul Alam***  
**Cabinet Secretary**



***Message***

It is a great pleasure for me to share my feelings at the event of releasing the annual report of the academy. I am informed that the academy has completed many activities to improve the magnitude and excellence of the training programs along with the capacity of the academy.

The academy has taken appropriate initiative to expand the training activities. The academy requested the Honorable Prime Minister Sheikh Hasina to allot a land to establish an extended campus for meeting the emergent need of training the public executives. Honorable Prime Minister immediately approved the proposal of allotting land to the academy. This proves that training is getting the highest priority at the top level of decision making authority. Hence, it is expected that the academy will be ever dynamic in trailing its vision of offering outstanding training to the public managers.

I am looking forward to see that the academy devotedly engaged in enriching professional knowledge, sharpening innovative capacity, creating positive attitude and building leadership quality of the public managers.

***Md. Abul Kalam Azad***  
Principal Secretary  
Prime Minister's Office



## ***Message***

I would like to express my appreciation for publishing the Annual Report for the year 2015-16 of the academy. Annual report pulls together significant activities and relevant information of an organization for releasing it to the stakeholders. Furthermore, it echoes the spirit and commitment of an organization towards its stakeholder.

The present generation is experiencing a revolutionary change in the perception about and of the public sector. This change is augmented with the globalization and advanced electronic technology. Public sector in Bangladesh should also be in parallel with the pace of this change. Special professional and strategic training programs are needed to adapt with the new challenges. The importance of professional training organization is increasing to prepare officials so that they can successfully seize the adjustments. The government is actively considering to strengthening the capacity of the Bangladesh Civil Service Administration Academy for accommodating and initiating advanced training approaches. I hope this annual document will bring in constructive and driving propositions for reinforcing the facilities and functions of the academy.

I keenly hope that this Academy will prepare resolute public managers who are determined to serve with integrity to accomplish the preferred visions of the nation.

***Dr. Kamal Abdul Naser Chowdhury***  
**Senior Secretary**  
**Ministry of Public Administration**



## ***Forward***

It's a great pleasure for me to initiate the publication of the Annual Report of the Bangladesh Civil Service Administration Academy for the period of 2015-2016. I hope and expect that the Report will depict a clear picture of regular activities along with the positive development scenario of the academy for the last one year.

The academy offers professional training to the fresh, young civil servants of the BCS Administration cadre officials in general. It also arranges Foundation training courses for the different cadre professionals of the Bangladesh Civil Service. Besides these, the academy conducts some customized short courses along with a Masters for the mid- level officers. A pool of dedicated faculty members teamed up with distinguished guest speakers exchange theoretical and functional knowledge to stimulate leadership traits, enhance the professional skill and innovative mindset of the promising future leaders and managers. The training in the academy aims to accomplish modern, ICT enabled competitive know-how through rigorous academic and extra-curricular (Including PT other games) learning process.

Moreover, the academy is constantly working on planning and executing development projects for improving the quality of the training programs and in-house facilities. One of the most significant achievements of the FY 2015-2016 is getting approval of the construction plan for the extended campus at Mugarchar, Keraniganj. I would like to convey my gratitude to the Honorable Prime Minister Sheikh Hasina for allotting a piece of 20 acres land for the extended campus.

I express heartfelt gratitude to Ministry of Public Administration, the Cabinet Division and Prime Minister's Office for the continuous support and guidance for the academy. I am especially thankful to my team at the academy for their sincere and continuous efforts.

I wish our combined effort towards positive change will bring commendable success for the academy.

***Muhammad Abdullah***

Rector, B.C.S. Administration Academy

&

Secretary to the Government

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# BANGLADESH CIVIL SERVICE ADMINISTRATION ACADEMY

## 01. Introduction

Bangladesh speedily passes through the way to the zenith of the development under the powerful and dynamic leadership of the present government. However, the progress will lose pace without the dedicated and uncompromising public executives who implement the policies and programs on ground. Bangladesh Civil Service Administration Academy (B.C.S.A.A.) is commanded to train the young and fresh members of the civil service. After passing out from the academy, civil officers are assumed to confidently contribute in

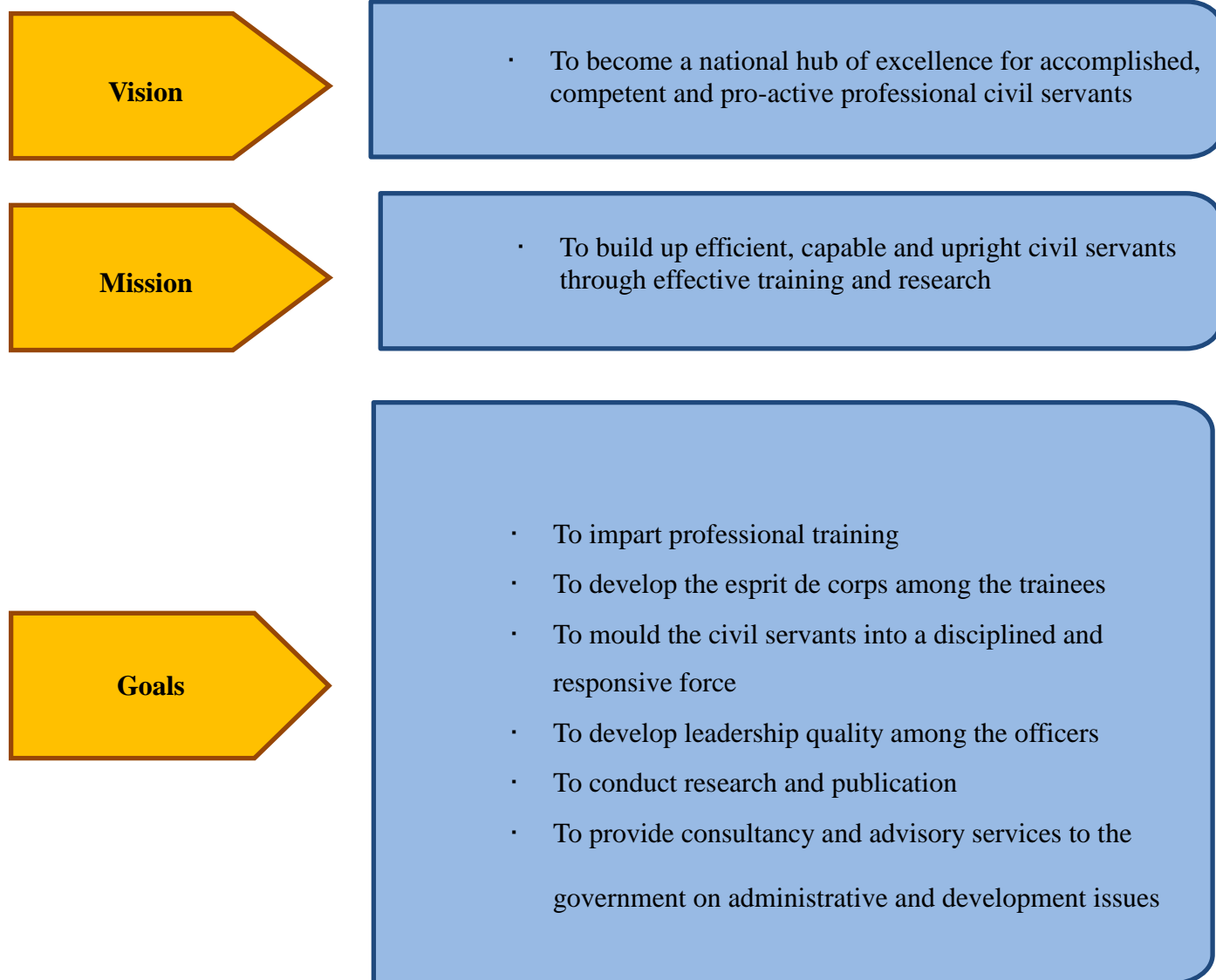


*Picture 1: Entrance of the Academy*

accomplishing the vision and mission of the country. Bangladesh Civil Service Administration Academy is progressively restructuring its functions, courses, training methods to offer cutting edge trainings to its stakeholders. This report tries to narrate the activities, performances, and achievements of the academy in the journey from July 2015 to June 2016

The Academy started functioning on 21 October 1987 with only 8 faculty members to conduct the 3-month long Law and Administration course, accommodating 57 participants of the Bangladesh Civil Service (B.C.S.) Administration Cadre. After long twenty nine years of operation, the academy now organizes 08 long courses/programmes and 15 short courses encompassing diversified professional areas with the help of 97 personnel of different rank and position. We have total 125 personnel different sorts of rank and position in according to the Academy's Organogram. Now, we have 28 posts vacant of different ranks and positions. Annually, 683 officers of different levels get necessary basic professional trainings to advance the country with contributory service.

## 02. Vision, Mission and Goals of the Academy

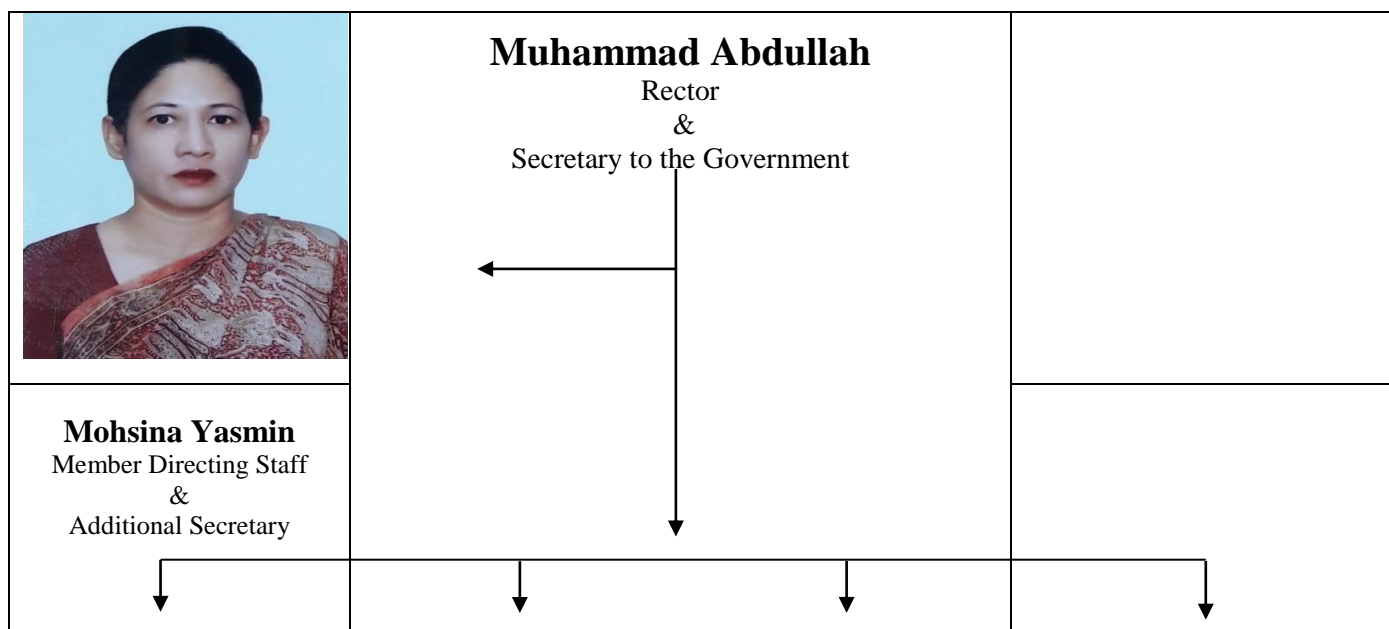


## 03. Organogram of the Academy

The Chief Executive of the Academy is Rector, a member of B.C.S. Administration Cadre of the rank of a Secretary to the government. One Member Directing Staff (Joint Secretary/Additional Secretary), four Directors, six Deputy Directors, one Programmer, one Senior Librarian, one Librarian, four Assistant Directors, one Medical officer, one Research Officer, one Publication Officer and one Accounts Officer support the Rector to operate Administration

Wing, Training Wing, Planning & Development Wing and Information Technology Wing. The organizational chart is attached as *Annexure- A* for detailed information.

#### 04. Members of the Faculty



 <p><b>Syed Ahsanul Hoque</b> Director (Administration) &amp; (Joint Secretary)</p>	 <p><b>Md. Zafar Iqbal</b> Director (IT) &amp; (Joint Secretary)</p>	 <p><b>Mohd. Zahirul Islam</b> Director (Training) &amp; (Joint Secretary)</p>	 <p><b>Mosammat Hamida Begum</b> Director (P&amp;D) &amp; (Joint Secretary)</p>
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### Other Members

 <p><b>A.K.M. Sohel</b> Deputy Director (Service)</p>	 <p><b>Abu Hena Mostofa Zaman</b> Deputy Director (Research &amp; Publication)</p>	 <p><b>Jakia Pervin</b> Deputy Director (Administration)</p>	 <p><b>Mst. Nargis Murshida</b> Deputy Director (Documentation &amp; Evaluation)</p>
 <p><b>Dr. Rahima Khatun</b> Deputy Director</p>	 <p><b>A.K.M. Fazlul Hoque</b> Deputy Director (Planning and Development)</p>	 <p><b>Abu Saleh Mohammad Obaidullah</b> Deputy Director (Training)</p>	 <p><b>Musammat Shahin Akter</b> Deputy Director</p>
 <p><b>Mrs. Mallika Dey</b> Deputy Director</p>	 <p><b>Md. Emdadul Hoque</b> Senior Librarian</p>	 <p><b>G.M. Sharfaraz</b> Assistant Director</p>	 <p><b>M. Shan-E-Alam Misty</b> Assistant Director (Training)</p>

 <p><b>Mohammad Afzal Hossain</b> Programmer</p>	 <p><b>Imrul Kayes</b> Assistant Director (Service)</p>	 <p><b>Saiful Islam</b> Assistant Director (Admin)</p>	 <p><b>Muhammad Saiful Islam</b> Assistant Director (Research)</p>
 <p><b>Dr. Nur Mohammed Sharif As Shams</b> Medical Officer</p>	 <p><b>MD. Abdul Malek</b> Accounts Officer</p>		

Contact information of the members of the Faculties is given in *Annexur- B*.

## 5.0 Facilities of the Academy

The Academy is operating its functions in two multi-storied buildings. The five-storied old building was built before the 1970s, and the comparatively new nine-storied building is built in 2001.

**Table 1: Floor-wise distribution of facilities**

<b>Old Building</b>	<b>New Building</b>
<b>Ground Floor:</b> Auditorium, Medical Centre, Library	<b>Ground Floor :</b> Reception, dining halls, kitchen, executive dining hall and generator room
<b>1<sup>st</sup> Floor:</b> Library, Cyber Cafe, Dormitory	<b>1<sup>st</sup> Floor :</b> Rector's office, office accommodation for other officers, conference room with video conferencing facilities and Store room
<b>2<sup>nd</sup> Floor:</b> Dormitory, Computer lab	<b>2<sup>nd</sup> Floor :</b> Classrooms, syndicate rooms and office accommodation
<b>3<sup>rd</sup> Floor:</b> Dormitory	<b>3<sup>rd</sup> Floor:</b> Classrooms, computer lab, syndicate rooms and office accommodation
<b>4<sup>th</sup> Floor:</b> Dormitory	<b>4<sup>th</sup> Floor :</b> Syndicate rooms, Examination Hall
	<b>5<sup>th</sup> Floor :</b> Dormitory
	<b>6<sup>th</sup> Floor :</b> Dormitory
	<b>7<sup>th</sup> Floor :</b> Multipurpose Usage
	<b>8<sup>th</sup> Floor:</b> Rector's suite, Language lab, Syndicate room, Guest room and Multipurpose room

The academy is capable of conducting four to five long and short courses simultaneously with the existing facilities.

### 5.1 Computer Lab and IT Facilities

Presently one computer lab, situated on the 3<sup>rd</sup> floor of the new building with 50 computers, is operational. Soon another lab will be going into operation to serve 40 participants. An amount of Taka 41,74, 500.00 has been

allocated in the revised budget of FY 2015-2016 to procure 40 desk top computers for the second computer lab with the active initiative of the Rector.

## **5.2 Wi-Fi Connection**

The office rooms of the faculties, classrooms, conference room and the dormitory have internet connection. The e-learning platform has been launched in B.C.S.A.A in the year 2016 with the assistance of the Access to Information (a2i) program of the Prime Minister's Office. Basic online training facilities are available on this platform.



***Picture 2: Participants are working in the computer lab***

## **5.3 Language Lab**

English has been regarded as the international language. In the age of globalization, Bangladesh needs to be connected with all countries of the world to share knowledge and technology. English is the medium to communicate with most of the countries. The members of the civil service represent the country in arranging development fund, in negotiating various agreements, conventions etc. and/or in acquiring technology. Therefore, proficiency and fluency in English language is an essential skill to ensure the best interest of the country. The academy has given special emphasis to prepare the future public executives to be conversant in the English language. A state-of-the-art Language Lab with a capacity of 40 participants is giving service to develop the English Language of the officers. Recently, the academy has been directed by the Ministry of Public Administration to make arrangements to offer courses on five official U.N. Languages: Arabic, Chinese, English, French, and Spanish. The Academy is actively working to offer five official U.N. Languages courses from next year.



**Picture 3: Participants are in the English language listening session**

## **5.4 GAMES AND RECREATIONAL FACILITIES**

Physical fitness is an essential requirement to be a competent and efficient officer. Considering the necessity of the physical fitness, sessions for morning exercise and evening games have been made compulsory for the participants of long courses. Indoor game rooms have been renovated under the development program implemented with the revenue budget of the Fiscal Year 2015-2016. There are arrangements for table tennis, carom boards, chess in the indoor game room. The academy has also reconstructed the basketball court and the lawn tennis court in the Fiscal Year 2015-2016. The volleyball court has been shifted aside the basketball court in April 2016. Furthermore, two badminton courts have been constructed by the side of the lawn tennis court in April 2016.



**Picture 4: Physical Training Session**



**Picture 5: Game Session**

## **5.5 Medical Facilities**

The academy provides primary medical care to the participants with one full-time Medical Officer and one Pharmacist in the medical center. The government allocates necessary fund to procure supportive medicines and provide basic medical facilities. The academy spent TK.2,49,780.00 in the fiscal year 2015-

2016 to purchase medicines and necessary medical supplies to give medical care to 3200 patients at the medical center.



*Picture 6: The Medical Officer is examining a participant at the medical center*

## **5.6 Residential Facilities**

The B.C.S. Administration Academy has residential complex for both officers and staff. It is situated at Nilkhet in Dhaka. Its area is about 1.68 acres. This complex began its journey in 1997. There is one five storied building for the officers named Teesta. It has 10 flats. The area of every flat is about 1250 square feet. This building was built in 1998.

The B.C.S. Administration Academy has 6 buildings for the staff. A brief note on the residential buildings for staff is given below:

**Titas:** It is a 4-storied built. It was built in 1998. It has 4 flats. The volume of every flat is 1000 square feet.

**Ichamati:** It is a 5-storied building. It was built in 1998. Initially, it was a 3 storied building with 12 flats. In 2006, this building was extended in up to 6 storied building. Now, it has 20 flats for the staffs. The area of every flat is about 600 square feet.

**Turag:** It is a 5-storied building. It was built in 1998. At first, it was a 3 storied building with 9 flats for the staffs. In 2006, this building was extended in up to 5 storied building. Now it has 15 flats. The area of every flat is about 600 square feet.

**Chitra:** It is a 5-storied building. It was built in 2008 with 10 flats for the staffs. The area of every flat is about 800 square feet.

**Sugonda:** It is a 5-storied building. It was built in 2008 with 10 flats for the staffs. The area of every flat is about 800 square feet.

**Karotoa:** It is a 6-storied building. It was built in 2013 with 20 flats for the staffs. The area of every flat is about 800 square feet.

The residential area has one auditorium and one mosque. There is a play ground in the premise.

## **6.0 Notable Achievements in Fiscal Year 2015-2016**

The desired progress of a country cannot be achieved without the competent and expert workforce. Rationally, the government has emphasized on preparing the public administrators to lead the country for realizing the vision of 2021 and 2041. A capable training institution builds capable professionals to contribute in the development activities. Currently, the government has been generously investing in the training institutes to prepare expert public administrators to assist her to reach the goals in stipulated time. In harmony with the government's vision and mission, the academy is continuously thriving. In FY 2015-2016, the academy has implemented many significant activities to be a internationally recognized training organization. Some of the notable attempts are mentioned here:

- (a) Introduction of digital attendance system;
- (b) Introduction of C.C.T.V. Camera to monitor the classrooms and other activities of the academy;
- (c) Beautification of the academy premise with plants;
- (d) Recreation of the front and backyard garden;
- (e) Video conferencing with 20 training institutions and other stakeholders to share and exchange experience and best practices to improve the training curricula and training method.
- (f) Introduction of three new courses named as (1) Course on project management, (2) Course on public relation management, and (3) Construction, inspection and monitoring course.

## **7.0 Major Activities**

This academy has been dedicated to provide foundation and professional training to the B.C.S. Administration Cadre officers for preparing them to serve the people of the country. The academy has four

wings to perform its mandated functions. These are: (a) Administration (b) Training (c) Planning and Development (d) Information Technology. The wingwise activities are discussed below:

## 7.1 Administration Wing

### 7.1.1 General administration

The Administration wing of the academy mainly manages the human resources along with the budget. This wing deals with 97 officers and staffs. The list of employees of B.C.S. Administration Academy has been given in Annexure C. Some of the posts of the officers and the staffs are presently lying vacant. The Ministry of Public Administration appoints on deputations two Directors, four Deputy Directors and three Assistant Directors in 2016. In the fiscal year 2015-2016, 9 vacant positions of the staffs have been filled up through direct recruitment with the approval of the administrative ministry. Having full strength, the academy expected to achieve more progress in coming years. A short brief of appointment and transfer of officers have been given in the following table.

**Table 2: Appointment and transfer**

Sl.	Name	Designation	Date of appointment/transfer.
<i>Appointment</i>			
1.	Muhammad Abdullah	Rector	December 20, 2015
2.	Mohd. Zahirul Islam	Director	March 1, 2016
3.	Md. Zafar Iqbal	Director	3 January, 2016
4.	A.K.M. Fazlul Hoque	Deputy Director	February 18, 2016
5.	Dr. Rahima Khatun	Deputy Director	May 29, 2016
6.	Abu Saleh Mohammad Obaidullah	Deputy Director	January 18, 2016
7.	Mohammad Afzal Hossain	Programmer	May 2, 2016
8.	Imrul Kayes	Assistant Director	May 8, 2016
9.	Saiful Islam	Assistant Director	May 29, 2016
10.	Muhammad Saiful Islam	Research Officer	April 21, 2016
<i>Transfer</i>			
1.	Md. Sohorab Hossain	Rector	December 14, 2015
2.	Tahmina Akhter	Director	February 29, 2016
3.	Mosammat Hamida Begum	Director	June 30, 2016
4.	Mosammat Johra Khatun	Deputy Director	February 11, 2016
5.	Sayma Akhter	Assistant Director	February 1, 2016
6.	Tania Sultana	Assistant Director	February 1, 2016
6.	Nahid Sultana	Assistant Director	February 1, 2016

### 7.1.2 Service department

Bangladesh Civil Service Administration Academy is one of the pioneer training institutes in Bangladesh. In FY 2015-2016, it conducted 23 long and short courses with 683 participants. Moreover, the academy has at present 23 officers and 77 staffs. The service department in the academy has been working hard to cater to the service needs round the clock. The services include (a) Cleanliness, (b) Training support, (c) Supply of goods, (d) Transport service, and (e) Procurement.

*Table 3: Major expenditures in 2015-2016 financial year*

Sl.	Item	Quantity	Total Price	Remarks
1.	Supply and installation of laptop computer	50 pcs	26,95,000.00	For the 2 <sup>nd</sup> computer lab
2.	Computer table with chair	50 sets	9,50,000.00	
3.	Modern sound system	01 set	2,80,000.00	
4.	Online U.P.S	01 pc	1,80,000.00	
5.	Smart flat panel (Multi Touch L.E.D Interactive A.I.O. Flat Panel)	01 pc	6,40,000.00	
6.	Bandwidth management router	01 pc	68,500.00	Server centre
7.	Printer	5 pcs	72,500.00	For official use
8.	Photocopier	01 pc	2,25,000.00	For official use
9.	Tables and chairs	80 pcs	8,79,775.00	For the central examination hall
10.	Micro buses	2pcs	74,97,000.00	For the transportation of the Faculties
<b>Total=</b>			<b>1,34,87,775.00</b>	

### 7.1.3 Accounts department

Another vital function of the administration wing is budget management and audit resolution. During 2015-2016 financial year a total amount of Tk. 13,94,34,000/- (Thirteen crore ninety four lac thirty four thousand) was allotted to the Academy. The Academy spent Tk. 10,01,24,824/- (Ten crore one lac twenty four thousand eight hundred and twenty four) for its activities. The allocation and expenditure of major heads of 2014-2015 and 2015-2016 fiscal years are as follows:

**Table 4: Allocation and expenditure feature between FY 2015-2016 and 2014-2015 (Taka in crore)**

Head	Fiscal Year 2015-2016				Fiscal Year 2014-2015				Increase /Decrease in spending
	Allocation	Expenditure		Unspent	Allocation	Expenditure		Unspent	
		amount	% of allocation			amount	% of allocation		
Pay and Allowances	1.10	0.70	64%	0.40	2.41	2.6		.15	
Supplies and Services	8.62	7.43	86%	1.19	7.02	5.84	83%	1.18	
Maintenance and Repair	0.17	0.09	52%	0.08	.92	.91	98%	.01	
Capital Expenditure	1.37	0.07	5%	1.30	1.20	1.08	96%	.12	
<b>Total</b>	<b>11.26</b>	<b>8.29</b>	<b>73%</b>	<b>2.97</b>	<b>11.55</b>	<b>10.09</b>	<b>87%</b>	<b>1.46</b>	

The detail of the budget of FY 2015-2016 has been given in *Annexure- D*.

The Audit and Accounts department did not conduct any audit after the FY 2012-2013.

*Table 5: Audit objections in brief*

Sl.	Audit year	Audit objections		Number of broad sheet Replies	Nature of Audit	Number of Resolved audits		Number of unresolved audits	
		Numbers	Amount in taka involved			Numbers	Amount in taka involved	Numbers	Amount in taka involved
01	87-89	10	4,62,024.29	10	General para	9	4,12,444.29	1	49,580.00
02	89-92	10	1,41,906.87	10	General para	9	1,02,746.87	1	39,160.00
03	92-94	7	2,59,852.00	7	General para	5	34,107.00	2	2,25,745.00
04	94-96	21	16,06,694.24	21	General para	13	4,32,909.22	8	11,73,785.02
05	96-02	15	25,35,924.13	15	General para	12	20,90,592.82	3	4,45,331.31
06	2002-10	9	1,18,75,479.62	9	General para	1	50,000.00	8	1,18,25,479.62
07	2010-12	10	49,71,580.24	10	General para	0	0	10	49,71,580.24
	Total	82	2,18,53,461.39	82		49	31,22,800.20	33	1,87,30,661.19

## 7.2. Training Wing

**7.2.1. Training department:** The B.C.S. Administration Academy is established to train the young and mid level officers of the administration cadre to accomplish professional excellence to serve the people of the country. The academy arranges both long and short term courses for reinforcing the foundation and the professional skills of the officers. The Academy successfully completed 7 long- and 12 short term training courses along with a one-year Masters program in the year 2015-16. A brief description of the significant training programs completed in the year 2015-16 is presented below:

*Table 6: Training courses in brief*

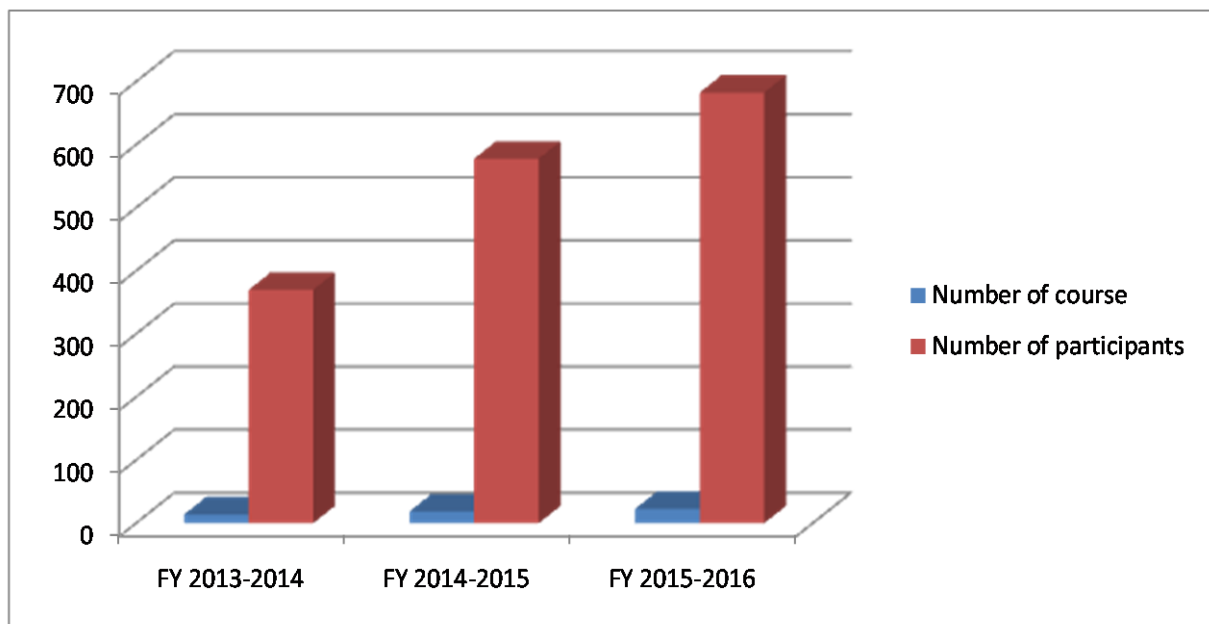
Sl.	Name of training	Type of course	No. of courses	Duration	No. of participants
1	Law and Administration Training Course for dministration Cadre officers	Basic professional course Long term	4	5 months	133
2	Foundation training course for B.C.S. cadre officers	Foundation course Long term	2	6 months	79
3	Foundation training course for A.C.C. officers	Foundation course Long term	1	2 months	30
4	Masters in Public Policy and Management	Long term	1	1 year	25
5	Professional short courses	Short term	13	1 week to 1 month	293
6	Intermediate course on Public Administration and Public Finance	Short term	1	2 weeks	19
7	2 <sup>nd</sup> National Integrity Strategy Training Program	Short term	1	1 week	76

	Total	23	
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The detail training calendar (FY 2015-2016) is presented in *Annexure- E*.

### 7.2.2. Three-year trend in conducting training

Importance of professional training is gaining momentum. This is evident in the following bar graph (fig no. 1). In FY 2013-14 the academy organized 14 trainings accomodating 370 officers. Both the number of courses and number of participants increased in the FY 2014-2015 by 35% (no. of coursed 19) and 56% (no. of participants 578.) respectively. Following the trend, the academy has conducted 23 training courses with 683 participants in FY 2015-16. The number of course has increased by 21% while number of participants increases by 18%. The notable increase in trainings together with participants was achieved with the combined effort of the Academy and the Ministry of Public Administration.



**Figure 1: Number of training and the participants in 2013-14, 2014-15 & 2015-16**

The statistics on the training programs given in Table 5 shows that both the number of courses and number of participants have increased noticeably.

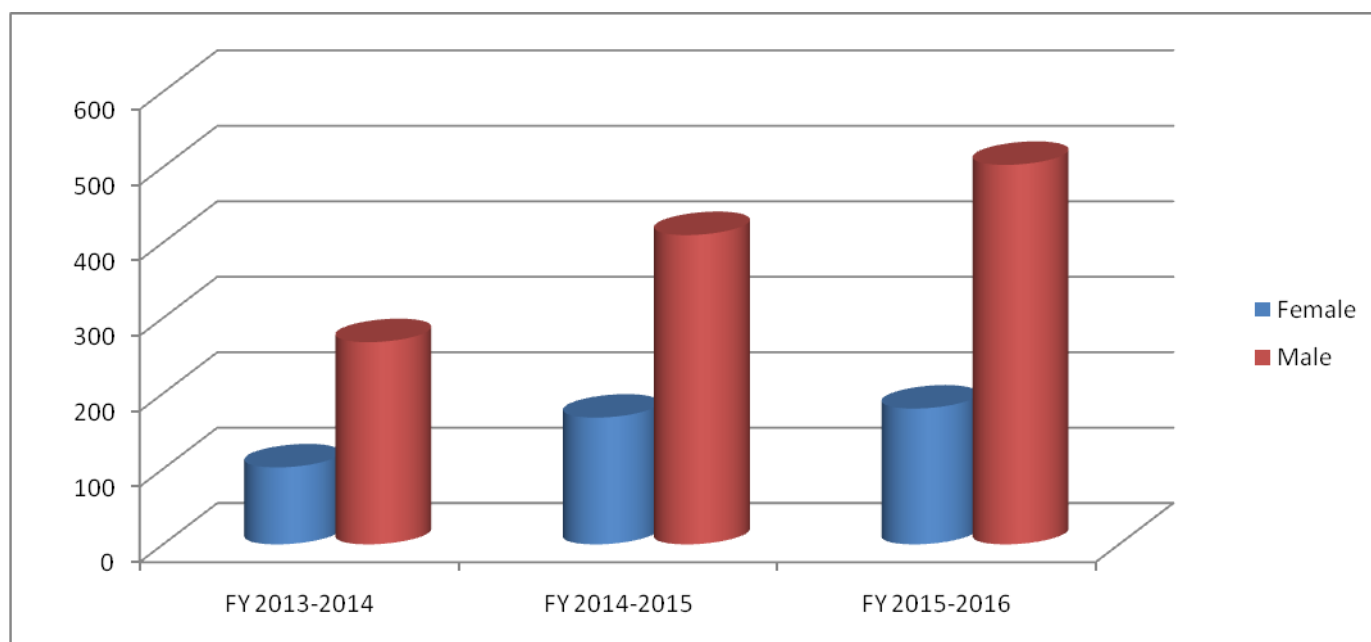
**Table 7: Training and trainee number ratio**

FY	No of courses (Increase/decrease in %)	No of Participants (Increase/decrease in %)
<b>FY 2013-2014</b>	14	37
<b>FY 2015-2016</b>	19 (36%)	578 (56%)
<b>Fy 2016-2017</b>	23(21%)	683 (18%)
<b>Total</b>	56	1631

Complementing with the national women policy and the commitment to achieve gender parity, the government is continuously striving to reduce the gender gap in training programmes. The participation of women in different courses is increasing, yet the gap cannot be closed down as women still do not join the cadre service on par with men. Male-female ratio of the participants in the last three years is reflected in the following **Table 8**:

**Table 8: Ratio of male and female participants**

FY	Male (In %)	Female (In %)	Total Number Of Participants
2013-2014	268 (72.10%)	102 (27.6%)	370
2014-2015	410 (71%)	168 (29%)	578
2015-2016	503 (74%)	180 (21%)	683



**Figure 2: Male-Female ratio among the participants in 2013-14, 2014-15 & 2015-16**

## 7.3 Brief Description on Different Courses

### 7.3.1 Long courses

#### 7.3.1.1 Course on Law and Administration

In the B.C.S. Administration cadre, officers come from different educational discipline. The five-month long Law and Administration course aims to provide the newly appointed officers with inclusive knowledge on the core issues related to public administration norms, values of civil service and magisterial responsibilities. The training expected to make smart, skilled and competent for profession to help them uphold the image of the service. The academy conducted 4 courses on Law and Administration in the Fiscal Year 2015-2016. A total of 133 trainees participated in these courses.

**Table 9: Courses on Law and Administration**

Sl.	Name of Training Course	Duration	Number Of Participants		
			Female	Male	Total
1.	94 <sup>th</sup> Course on Law and Administration	26 July – 23 December 2015	9	33	42
2.	95 <sup>th</sup> Course on Law and Administration	26 July – 23 December 2015	12	31	43
3.	96 <sup>th</sup> Course on Law and Administration	10 January-9 June 2016	9	16	25
4.	97 <sup>th</sup> Course on Law and Administration	10 January-9 June 2016	3	20	23
Total			33	100	133

Detailed information has been given in **Annexure- F1 to F4**.

The academy started its journey with one long Law and Administration course to **train 57 participants**. In its 29 years of life, it successfully completed ninety seven Law and Administration courses for **4269 officers up to June 2015**. Initially the duration of this course was three months. The duration was increased to four months from 18<sup>th</sup> Law and Administration Course in 1992 and to five months from 37<sup>th</sup> Law and Administration Course in 1998.



**Picture 7: Dr. Kamal Abdul Naser Chowdhury, Senior Secretary, Ministry of Public Administration is addressing the audience in the inaugural ceremony of A61<sup>st</sup> Foundation Training Course**

### 7.3.1.2 Foundation Training Course

The Academy is assigned by the Ministry of Public Administration to organize foundation training course for officers of different cadres of Bangladesh Civil Service in 2015 for the first time. The first foundation training course (A58<sup>th</sup> Foundation Training Course) of the Academy was conducted in FY 2014-2015 with 34 participants.

**Table 10: Foundation Training Courses**

Sl.	Name of Foundation Training Course	Duration	Number of Participants		
			Female	Male	Total
1.	A59 Foundation Training Course	22 March to 21 September 2015	13	25	38
2.	A60 Foundation Training Course	4 October 2015 to 31 March 2016	18	21	39

3.	A61Foundation Training Course	27 December 2015 to 23 June 2016	20	20	40
			Total	51	66
					117

The Anti-Corruption Commission requested the academy to arrange a foundation course for their entry level officers. In response a two-month long foundation training course was organized from 28 February to 27 April 2016 for the Assistant Directors of Anti-Corruption Commission with 30 participants. **Detailed of the foundation courses are presented in Annexure- G1 to G4.**



**Picture 8: Course Director Mr.Mohd. Zahirul Islam is presenting the course report in the closing ceremony of 96<sup>th</sup> and 97<sup>th</sup> Course on Law and Administration**

### 7.3.1.3 Masters in Public Policy and Management (M.P.P.M.)

The academy started to offer an one-year long masters programme in collaboration with Northern University Bangladesh (N.U.B.) with a view to expanding professional expertise in policy formulation and management of the officers of the adminstraion cadre. This programme is organized under a Memorandum of Understanding of five years signed between the B.C.S. Administration Academy and the Northern University Bangladesh. The fourth Masters in Public Policy and Management is conducted in FY 2015-2016. We had enrolled 25 participants in the fiscal year 2015-2016 for the master course. But four of them dropped out. The following table gives a short illustration on this masters program:

**Table 11: Masters courses**

Sl.	Name of the Program	Duration	Number of participants		
			Female	Male	Total
1.	1 <sup>st</sup> Masters in Public Policy and Management	July 2012- June 2013	6	24	30

2.	2 <sup>nd</sup> Masters in Public Policy and Management	July 2013- June 2014	1	32	33
3.	3 <sup>rd</sup> Masters in Public Policy and Management	July 2014 – June 2015	5	12	17
4.	4 <sup>th</sup> Masters in Public Policy and Management	July 2015- June 2016	09	16	21
Total			21	84	101

Hitherto officers from administration cadre, who completed ten years of service, could register for this course. Senior Assistant Secretaries and Deputy Secretaries from different ministries have attended the 4<sup>th</sup> M.P.P.M. Participants’ list has been presented in *Annexure- H*.

### 7.3.2 Short courses

#### 7.3.2.1 Course on Project Management

Development initiatives are accomplished through projects. Project management is presupposed to be the highly procedural, specialized, technical and composite mission. If projects are not implemented skillfully, desired outcomes could not be achieved and development will be held back. Public executives plan, prepare, implement, coordinate, monitor and evaluate projects in the grassroot level. Hence, it is necessary to provide essential knowledge on project management to the civil service officers for ensuring the successful completion of development programmes. Considering the importance of the project implementation, the academy launched the project management course in the training calender of FY 2015-2016 for the first time.



*Picture 9: Mr. Muhammad Abdullah, Rector is awarding certificate in 1<sup>st</sup> Project Management Course*

The 1<sup>st</sup> Course on Project Management was held during 17 January to 11 February 2016 to train 35 participants. Detailed of the participants are given in *Annexure- I*.

### 7.3.2.2 Course on Public Relation Management

Public service is growingly getting transparent and accountable to the people as well as to the media. Currently, print and electronic media are powerful both functionally and technically. They do not let go any state affairs unnoticed & unchallenged. Frequently, public service providers have to respond to the queries of the media. Improper dealing with media might create sensitive issues for the government. Hence it is essential to prepare the public officers to deal with media diplomatically and professionally. The course on public relation management has been introduced for the first time in FY 2015-16 for strengthening the theoretical and practical concepts, approaches, strategies, and techniques on media management of the cadre officers. The 1<sup>st</sup> Course on Public Relation Management was arranged for 21 participants during 01 to 12 November 2015. Their names have been listed in *Annexure- J*.

### 7.3.2.3 Construction, Inspection and Monitoring Course

Construction of buildings and physical infrastructures are the major components of many development projects. Cadre officers need to inspect and monitor these constructions work without any knowledge or experience of civil engineering and electrical engineering. Hence, it is obvious that the inexpert inspection and monitoring may not yield desired effect. This course intends to offer basic theoretical and practical knowledge on engineering. This course has been introduced in in FY 2015-16. The first course could not be arranged due to some administrative reason. The second course, conducted from 14 February to 18 February 2016, accomodates 17 participants.



**Picture 10: Mr. Muhammad Abdullah, Rector is awarding certificate to a participant of 2<sup>nd</sup> course on Construction, Inspection and Monitoring**

Participants highly appreciate the initiative of introducing this need- and result-based innovative course. The names of the participants have been listed in *Annexure- K*.

**Table 12: A brief on the Course on Construction, Inspection and Monitoring**

Sl.	Name of Course	Duration	Number of Participants		
			Female	Male	Total
1.	1 <sup>st</sup> Construction, Inspection and Monitoring Course	Not conducted	-	-	-
2.	2 <sup>nd</sup> Construction, Inspection and Monitoring Course	14 -18 February 2016	01	16	17
Total			01	16	17

### 7.3.2.3 Course on Governance and Innovation

Globally, efficient service delivery and service receivers are now getting the highest priority. In conventional system and mindset, service takers become victims of mistreatment or are denied of the basic services. Now governments have become more accountable, transparent and ready to serve the people. The service providers are encouraged to invent new processes to deliver the service at the door step of the people without any hindrance and delay. Government has taken initiative to educate the public administrators about this new concept. This learning will enable the public administrators to understand the concept and apply this idea to transform the age old service delivery system into a system that is prompt, trouble-free, people oriented, and efficient. The first short course on this concept has been conducted from 1 to 15 December 2015 at the academy with 28 Deputy Secretaries to orient them to this new concept under the expert guidance and support of the Cabinet Division and the Ministry of Public Administration. Many of these Deputy Secretaries have been appointed as Deputy Commissioner to lead the districts to implement the policies and programs of the government. The names of the participants have been listed in *Annexure- L*.



***Picture-13: A group photo of the participants of the Course on Governance and Innovation with the faculties***

#### **7.3.2.4 Course for Executive Magistrates**

This course has been designed for the officers working as executive magistrates. It is a two-week long short course for strengthening the officer's capability for discharging the duties and responsibilities as executive magistrates. Expert academics and practitioners share their knowledge and experience on relevant laws, rules, procedures, functions, and challenges of the executive magistracy with the officers to enhance their competency in executing judicial responsibilities accurately and judiciously. A significant emphasis is given on mobile court law and mobile court proceedings in this course. Two of the four predetermined courses were conducted in FY 2015-2016 with 41 participants in total.

**Table 13: Course for the executive magistrates**

Sl.	Name of Course	Duration	Number of participants		
			Female	Male	Total
1.	7 <sup>th</sup> Course for the Executive Magistrates	6 – 17 September 2015	15	13	28
2.	8 <sup>th</sup> Course for the Executive Magistrates	Could not be conducted due to unavoidable administrative reasons.	-	-	-
3.	9 <sup>th</sup> Course for the Executive Magistrates	Could not be conducted due to unavoidable administrative reasons.	-	-	-
4.	10 <sup>th</sup> Course for the Executive Magistrates	8-19 May 2016	03	10	13
Total			18	23	41

Details of the participants are shown in *Annexure- M1 to M2*.

### 7.3.2.5 Orientation course for fit-listed Upazila Nirbahi Officers

The lowest administrative tier of the country is Upazilla and the Upazilla Nirbahi Officer (U.N.O.) acts as the executive head of the Upazilla. The U.N.O. leads the upazilla and acts as coordinator with other public offices on behalf of the government. Special knowledge and comprehensive experience are required to perform in this position. The two-week long orientation course for fit-listed Upazilla Nirbahi Officer is developed to prepare the chosen officers to lead the upazilla with due competency and confidence. Three of such courses have been conducted with 91 participants.

**Table 14: A brief on the Orientation Course for Fit-listed Upazila Nirbahi Officers**

Sl.	Name of the course	Duration	Number of participants		
			Female	Male	Total
1.	20 <sup>th</sup> Orientation Course for Fit-listed Upazila Nirbahi Officers	26 July- 6 August 2015	05	35	40
2.	21 <sup>st</sup> Orientation Course for Fit-listed Upazila Nirbahi Officers	4- 15 October 2015	07	19	26
3.	22 <sup>nd</sup> Orientation Course for Fit-listed Upazila Nirbahi Officers	22 November- 3 December 2016	06	19	25
Total			18	73	91

The names of the participants have been listed in *Annexure- N1 to N3*.

### 7.3.2.6 Course on Development Administration and Management

Officers of different cadres other than the B.C.S. Administration Cadre can opt to become deputy secretary. Nevertheless, these officers gain expertise on specialized sectors and respective domains but they rarely get the chance to work in the Secretariat, the top most policy level tier. This course is designed to make these officers conversant with the policy and decision making process of the government in four weeks once a year. The 17<sup>th</sup> Course on Development Administration and Management was held from 9 August to 3 September 2015 with 32 participants. Their names have been listed in *Annexure- O*.

### 7.3.2.7 Course on Public Procurement Management

Procurement process cannot exceed the challenges of the transparency, ethical value, and integrity. Hence, strict act, rule and procedure have been formulated to make this process flawless. Reasonable theoretical, functional and practical knowledge is required to complete the procurement process. This two-week long course is designed to develop the expertise of the participants with the latest rules, regulations, procedures and practices of procurement in

the public sector. Participants, range from Assistant Commissioner/ Assistant Secretary to Deputy Secretary, attend this course to clear their concept on public procurement.



**Picture 12: Mr. Muhammad Abdullah, Rector of the Academy is awarding certificate in 19<sup>th</sup> Course on Public Procurement Management**

The Academy conducted three of the five predetermined courses in the fiscal year 2015-16 with total 77 participants. These are 16<sup>th</sup> course from 18 to 29 October 2015 with 30 participants, 19<sup>th</sup> course form 28 February to 10 March 2016 with 16 participants and 20<sup>th</sup> course from 24 April to 5 May 2016 with 31 participants.

**Table 15: A brief on the Course on Public Procurement Management**

Sl.	Name of the course	Duration	Number of participants		
			Female	Male	Total
1.	16 <sup>th</sup> Course on Public Procurement Management	18-29 October 2015	08	22	30
2.	17 <sup>th</sup> Course on Public Procurement Management	Could not be conducted due to unavoidable administrative reasons	-	-	-
3.	18 <sup>th</sup> Course on Public Procurement Management	Could not be conducted due to unavoidable administrative reasons	-	-	-
4.	19 <sup>th</sup> Course on Public Procurement Management	28 February to 10 March 2016	04	12	16
5.	20 <sup>th</sup> Course on Public Procurement Management	24 April to 5 May 2016	10	21	31
Total			22	55	77

Name of the participants have been listed in *Annexure- P1 to P3*.

### 7.3.3 National and International Linkages

The B.C.S. Administration Academy is assigned with the task to expand the horizon of knowledge of the freshly recruited public administrators to serve the country competently. The scope and range of professional training has been mounting constantly with the escalating influx of the officers in the Bangladesh Civil Service Administration Cadre. Moreover, public sector is experiencing new and diverse challenges in accomplishing the responsibilities conferred upon it. Without need- and result-based forward-looking training, the public administrators cannot

competently manage these challenges. The Academy is sincerely trying to prepare the young and fresh civil officers to serve the country to traverse the road to the development summit. Hitherto, curriculums and training methods of the Academy are evolved based on the domestic issues and approaches. But ignoring the global issues and approaches keep the horizon and avenues of the knowledge of the civil officers prejudiced. Undoubtedly, restricted knowledge cannot yield thoughtful, reflective and informed decision-making skill. It has been strongly understood that the Academy needs to scale the training system, process, and technique to prepare both the faculties and the trainee officers to expertly deliver the entrusted duties and responsibilities. Hence, the Academy is working on building network with similar domestic and overseas training institutes as well as with different organizations to share and expand knowledge, experience, best practice, and technical expertise. The Academy is in continuous effort to explore and develop new partnership to realize the vision and mission. Some of the collaborative activities of the FY 2015-16 have been described as follows:

### 7.3.3.1 Intermediate Course on Public Administration And Public Finance

Educational or training organization significantly prospers when it pools resources from similar national and international organizations. The academy works in partnership with national and international organization of notable standard to reinforce its institutional capacity for delivering forward-looking training to the public administrators. On account of this endeavor, the academy collaborates with Yamaguchi University, a well-recognized national university of Japan, to conduct the Intermediate Course on Public Administration and Public Finance for once in a year, five years in a row. Faculty members of the Graduate School of Economics of Yamaguchi University have designed this short course to expand the horizon of the comparative perception of civil servants of Bangladesh on administrative and fiscal reforms in Japan and Bangladesh. This collaboration started in 08.02.2010 and will end in 18.02.2019, if the M.O.U. will not be renewed for further cooperation.



**Picture 13: Mr. Muhammad Abdullah, Rector, B.C.S. Administration Academy is awarding certificate to the participant of the 5<sup>th</sup> Intermediate Course on Public Administration and Public Finance**

The 7<sup>th</sup> Intermediate Course on Public Administration and Public Finance was conducted from 24 February 2016 to 6 March 2016 with 19 participants. The fact list of the participants is noted in *Annexure- P*.

**Table 16: Intermediate Course on Public Administration and Public Finance**

Sl.	Name of the course	Duration	Number of participants		
			Female	Male	Total
1.	1 <sup>st</sup> Intermediate Course on Public Administration and Public Finance	8-17 February 2010	05	05	10
2.	2 <sup>nd</sup> Intermediate Course on Public Administration and Public Finance	8-17 February 2011	04	06	10
3.	3 <sup>rd</sup> Intermediate Course on Public Administration and Public Finance	8-19 February 2012	03	07	10
4.	4 <sup>th</sup> Intermediate Course on Public Administration and Public Finance	11-20 February 2013	03	17	20
5.	5 <sup>th</sup> Intermediate Course on Public Administration and Public Finance	16-25 February 2014	10	07	17
6.	6 <sup>th</sup> Intermediate Course on Public Administration and Public Finance	15-24 February 2015	06	14	20
7.	7 <sup>th</sup> Intermediate Course on Public Administration and Public Finance	24 February- 6 March 2016	3	16	19
Total			34	72	106

The fact list of the participants is noted in *Annexure- Q*.

### **7.3.3.2 National Integrity Strategy Course**

The government of Bangladesh explicitly understands that its medium-term Seventh Five-Year Plan (2015-16 to 2019-20) and long term development plans Vision 2021 and Vision 2041 cannot be accomplished without improving governance and eradicating corruption. Bangladesh demonstrates its determination for eradication of corruption by signing the United Nations Convention against Corruption (UNCAC) in 2007 and by establishing an independent Anti-Corruption Commission. As a party to the United Nations Convention against Corruption, Bangladesh formulated its National Integrity Strategy (N.I.S) as a comprehensive good governance strategy to prevent corruption and improve national integrity. The Cabinet Division is assigned to implement the strategy. The National Integrity Implementation Unit (N.I.I.U) was established in the Cabinet Division. In addition, each relevant organization has established an Ethics Committee, which takes the lead in formulating and implementing N.I.S. work plans and monitoring the progress. One member of each Ethics Committee serves as the Integrity Focal Point to coordinate NIS-related activities within the organization and liaising with the N.I.I.U.

Development partner JICA decided to start a technical cooperation project titled as National Integrity Support Project in October 2014 to promote the implementation of the N.I.S. In January 2015, the project organized a training course for officers of the Cabinet Division and Integrity Focal Points of different ministries/divisions/offices to sharpen their understanding of N.I.S. in collaboration with the Bangladesh Civil Service Administration Academy. The project decided to conduct the second training with the logistic support of the academy to transfer essential theoretical and practical knowledge of good governance and integrity to the concerned government officials.



**Picture 14: Inaugural ceremony of 2<sup>nd</sup> National Integrity Training Course**

The 2<sup>nd</sup> National Integrity Training Course was organized at academy from 24 January to 17 February 2016 in three batches for 76 officers range from Senior Assistant Secretary to Additional Secretaries of different ministries, divisions and offices. A brief on this course is illustrated in the table below.

**Table 17: A brief on National Integrity Strategy Training Course**

Sl.	Name of the course	Duration	Number of participants		
			Female	Male	Total
1.	1 <sup>st</sup> National Integrity Training Course	24 January 2015- 12 February 2015	23	57	80
2.	2 <sup>nd</sup> National Integrity Training Course	24 January to 17 February 2016	17	59	76
Total			40	116	156

The description of the participants of the 2<sup>nd</sup> National Integrity Training Course is recorded in **Annexure- R1 to R3**.

## 7.4 Planning And Development Wing

In the age of globalization, digitalization and strong competition, the academy cannot afford to trail behind in the journey of the development. Recurrently, diverse activities have been taken to expand and improve the physical infrastructure, training quality and capacity of the academy. In FY 2015-2016, academy initiates and implements following projects for strengthening its capacity:

### 7.4.1 Expansion of B.C.S. Administration Academy Building and Extension of Training Facilities

The academy emerges on 21 October 1987 as the exclusive professional training academy for the B.C.S. Administration Cadre in a 5 storied single building inherited from the Gazetted Officers Training Academy (G.O.T.A.) and Civil Officers Training Academy (C.O.T.A.) in succession. Over time, the cadre strength has been multiplied significantly. Consequently, the inadequate physical resources could not afford to offer necessary basic trainings to the increasing number of professionals in stipulated time. As expected, it is strongly felt that facilities

have to be expanded to orchestrate the emergent need of advanced trainings. Accordingly, the academy completed the construction work of a nine-storied building with a foundation of fifteen floors in July 2007. Yet again, this expansion is also found inadequate to provide trainings of international standard. Therefore, the academy considers to implement the project titled as the Expansion of B.C.S. Administration Academy Building and Extension of Training Facilities in FY 2015-18 at the cost of B.D.T. 4459.57 Lac under Annual Development Program (A.D.P.). The existing nine-storied building will be vertically expanded to 15<sup>th</sup> floor in conjunction with extending the training facilities under this project. The project commenced in July 2015 and will be completed in June 2018. So far Tk. 625.00 lac has been released for the FY 2015-2016, out of which Tk. 351.55 lac has been spent.

#### **7.4.2 Works under Program Proposal for Non-Revenue Budget (P.P.N.B.)**

The academy observes that some civil and electrical works are required on emergency basis to smooth the function of the academy in 2014. A two-year program proposal was prepared at the cost of Tk. 999.93 lac to refurbish various facilities of the academy. The program titled as “Renovation and construction works of office building, roads, auditorium, boundary wall of B.C.S. Administration Academy situated at Sahabag, Dhaka and renovation and construction works of roads and boundary wall of the residential area for the officers of the academy situated at Nilkhet area “ started in July 2014 and completed in June 2016. All scheduled works have been accomplished in the predetermined time. A list of the components of the program is given in *Annexure- S*. Some of the mentionable works are (a) Renovation of the dining area, (b) Renovation of the class rooms, (c) Substantial renovation of the auditorium, and (d) Renovation of the sports facilities.

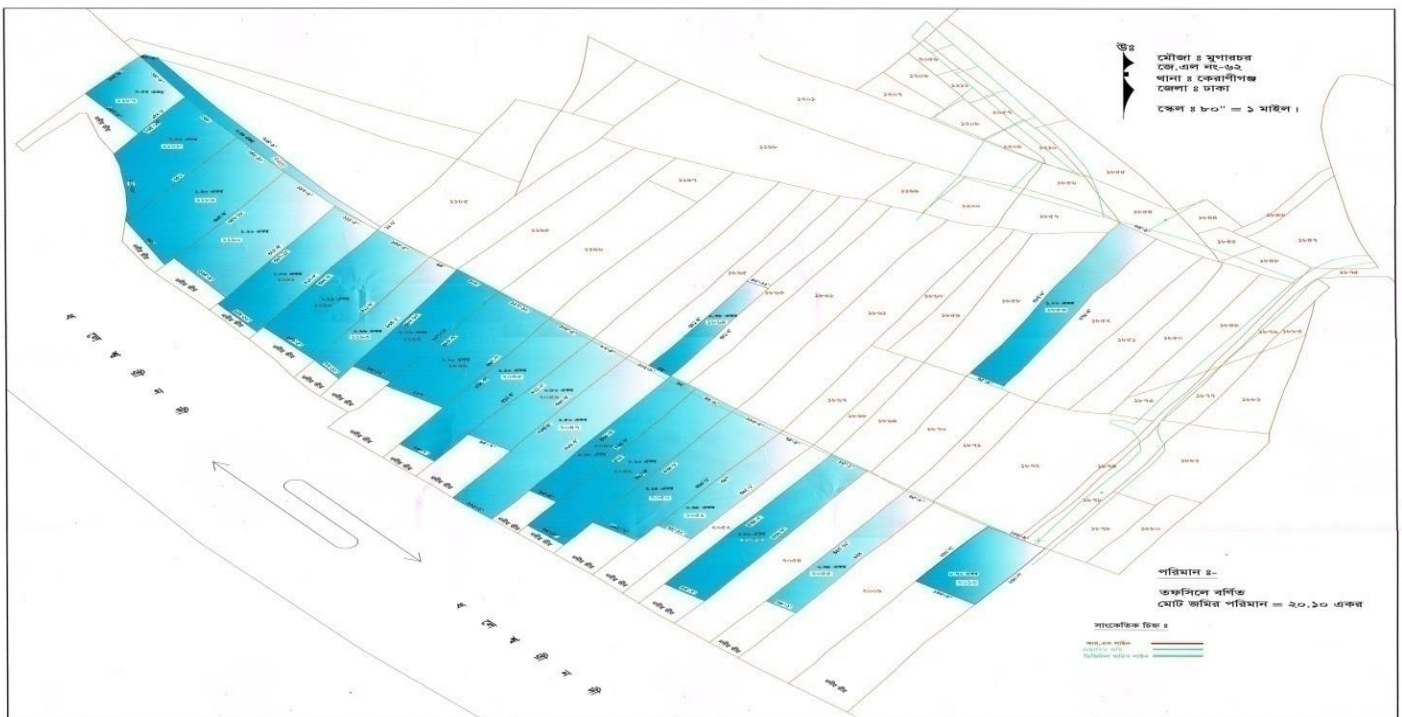
#### **7.4.3 Construction of 20-Storied New Academic-cum Dormitory Building (Proposed)**

The old five-storied building in the campus, having many serviceable limitations, barely accomodates 76 participants. In contrast, both training courses and number of participants are expanding to meet the callings of ‘Vision 2021’ and Sustainable Development Goals. Manifestly, facilities needs to be magnified in parallel with increasing numbers of training courses and participants. Considering the situation, the academy has planned to construct a 20-storied new building demolishing the old building. A digital survey has already been done and the Department of Architecture is preparing the architectural design. All modern facilities will be integrated in the new building to offer cutting edge training to the next generation public leaders. A brief list of proposed facilities are shown in *Annexure- T*.

#### **7.4.4 Extended Campus in Mugarchar**

The Academy, with its existing and proposed facilities, can afford to arrange training programmes for 160 officers of administration cadre annually, while, approximately 190 to 250 new officers enter into the cadre every year. Hence, acute gridlock challenges the quality of the young officers who are missing the opportunity of training timely. Also, the existing campus cannot provide some basic services that are essential for a residential training academy. Concurrently, the academy could not build alliance with overseas training institutions due to lack of adequate facilities. Furthermore, academy has a vision to transform to an organization of international standard. Scarcity of

land limits the possibility of constructing new facilities in the existing campus. An appeal, mentioning the projections and challenges, was made to the Chief Guest Hon'ble Prime Minister Sheikh Hasina at the closing ceremony of the 92nd and 93rd Law and Administration Training Course held on 2 June 2015 to allocate 20.10 acres land at Mugarchar, Keranigang. Hon'ble Prime Minister immediately promised and allocated the land subsequently. The Ministry of Public Administration has given administrative approval to acquire 41.71 acres of land adjacent to the selected 20.10 acres land at Mugarchar considering the need of building a sophisticated all-inclusive academy. The academy is pensively planning and preparing a master plan alongwith the development project to build the extended campus of international standard at Mugarchar forecasting the training needs of next 100 years. The project has been included in the green page of Annual Development Program. It is anticipated that BDT 3,803 crore will be needed to complete the project from July, 2016 to June, 2019. After completion of the project, the new campus could add fifty one long and short courses for 1530 participants round the year.



Picture 16: A digital survey map of the proposed extended campus in Mugarchar

#### 7.4.5 Research and Publication Wing

The academy publishes 'Academy Barta' twice a year to communicate its planned and special activities and accomplishments to the stakeholders. The research and publication section also publishes **Bangladesh Journal of Administration and Management** annually to raise the flag of the academy. This academic piece publishes the scholarly articles of domestic academics, professionals, and practitioners on issues and concerns related to the public administration. The Annual Report is published incorporating the progress of mandated activities of the academy in

every financial year. The Annual Report of 2015-2016 has been issued highlighting the annual endeavours and achievements of the academy.

## **7.5 Information Technology Wing**

### **7.5.1 Information technology department**

Information technology wing plays a critical role in conducting the day-to-day activities of the Academy as well as the activities conducted during training sessions. I.C.T. wing maintains the internet connectivity, L.A.N. facility and WiFi networks, I.C.T. and Language Labs and all I.C.T. equipments of the Academy. Moreover I.C.T. wing maintains and upgrades the academy website. BCSAA is mandated to excel the training process and environment incorporating I.C.T. and service innovation. The major activities carried out by the I.C.T. wing in the year 2015-2016 are as follows:

- Modernization, maintenance and daily upgrading of the Academy website;
- Strengthening of Wi-Fi network in new and old buildings especially in dormitory and library;
- Installation of a new I.C.T. lab with the capacity to impart training to 40 participants at a time;
- Procurement of required computers and bandwidth management router to maximize the utilization of available bandwidth;
- Preparation of T.A.P.P. for installation of E.R.P. (Enterprise Resource Planning) solution in the Academy for the automation of library management, inventory management, human resource management and training management. At the same time the T.A.P.P. includes digitization of six class rooms. The project is expected to be implemented in the next year;
- Maintenance of the video conferencing equipments and successful execution of video conferences;
- Working in collaboration with a2i program to establish the e-Learning platform in the Academy to conduct better inclusive training for government officials.

### **7.5.2 Library**

The Library is the significant hub of teaching resources, information and referral services. Training institutions/academies cultivate knowledge and experience and disseminate the same to its stakeholders. Evidently, the library is the most critical constituent of a training academy. The B.C.S. Administration Academy develops its library to offer forward-looking

intellectual resources to the participants. The academy is always striving to collect domestic and overseas intellectual resources to keep the participants updated. It has a rich collection of approximately 41,200 books and journals. Each year government liberally allocates funds to collect books, journals, and periodicals. The academy has procured 448 books spending Tk. 3,02,250/- from the allocated funds of the fiscal year 2015-2016. In addition, the academy received a good number of books, journals, conventional and non-conventional research reports, annual reports, newsletters, magazines as complimentary copies from different national & international organizations through exchange programs. The Academy regularly subscribes to the International New York Times, the Economist, the Time and the Readers Digest. Every day, participants get the opportunity to read 22 daily newspapers and periodicals for domestic and global news.



**Picture 17: Participants are studying in the library**

The library remains open from 08:30 to 21:00 on working days without any break during the course. Approximately 5100 books were issued to the readers in the last fiscal year 2015-2016.

## **8.0 Future Plan of the Academy**

The academy believes that continuous creative and dynamic changes and innovations help every organization to advance and improve in accomplishing its specific vision, mission, and goals. Also, the Hon'ble Prime Minister has been putting highest emphasis on training to prepare the public administrators to realize the ambitions of the government. Understanding the noble notion of the Hon'ble Prime Minister, the academy is engaged to explore avenues to evolve as an organisation that can deliver highest quality training to its stakeholders. The academy has taken following initiatives for making the journey of advancement:

- (1) Course on innovation in public service,
- (2) Course on etiquette and manners,

(3) Course on budget management and audit resolution, and

(4) Course on negotiations and conflict management.

A tentative list of activities and programmes planned to be carried out in the FY 2016-2017 has been prepared as follows:

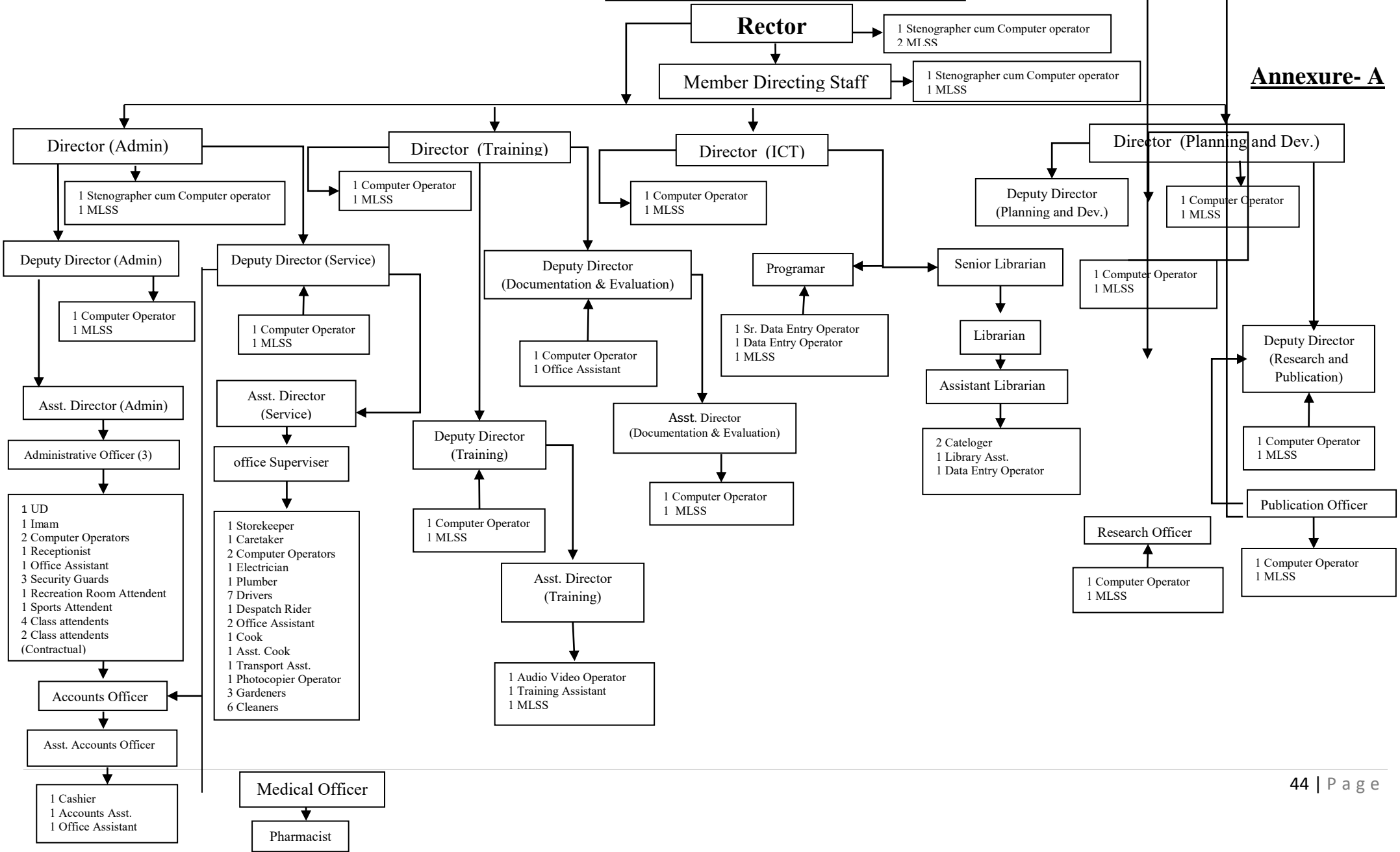


**The Work Plan for FY 2016-2017**

Keeping in mind the future plan for 2016-2017, the academy has worked out a detailed training schedule for the financial year. The schedule of training programs has been presented in the *Annexure- U*.

## **ANNEXURE**

# Academy's organogram



**Annexure- A**



## Contact Information

SL.N o.	Name and Designation	Residential Address	Intercom Number	Telephone Number		E-mail Address
				Office	Residence	
01.	<b>Muhammad Abdullah</b> Rector & Secretary to the Government	Tagor15, 57 New Eskaton Road, Dhaka.	<b>101</b>	<b>55165901</b> Fax: <b>55165922</b>	9359099 01787661661	<a href="mailto:rector@bcsadminacademy.gov.bd">rector@bcsadminacademy.gov.bd</a> <a href="mailto:abdullah.abdullah@gmail.com">abdullah.abdullah@gmail.com</a>
02.	<b>Mohsina Yasmin</b> Member Directing Staff (Additional Secretary)	Flat No.D-4,House No.71, Road No.16, Block-A, Banani – 1213.	<b>102</b>	<b>55165903</b>	9840328 (Res)  01715011333	<a href="mailto:mds@bcsadminacademy.gov.bd">mds@bcsadminacademy.gov.bd</a> <a href="mailto:m3yasmin@yahoo.com">m3yasmin@yahoo.com</a>
03.	<b>Syed Ahsanul Hoque</b> Director (Administration)	B-21/E-2, Eskaton Garden Road, Ramna, Dhaka.	<b>103</b>	<b>55165904</b>	9334336 (Res) 01712084633	<a href="mailto:directoradmin@bcsadminacademy.gov.bd">directoradmin@bcsadminacademy.gov.bd</a> <a href="mailto:ahsanul2009@gmail.com">ahsanul2009@gmail.com</a>
04.	<b>Mohd. Zahurul Islam</b> Director (Training)	House-15, Road-02, Block-D, Mirpur-2, Dhaka-1216.	<b>104</b>	<b>55165905</b>	+880255074717 (Res) 01729097143 01712175829	<a href="mailto:directortraining@bcsadminacademy.gov.bd">directortraining@bcsadminacademy.gov.bd</a> <a href="mailto:zahurul-ds@yahoo.com">zahurul-ds@yahoo.com</a>
05.	<b>Md. Zafar Iqbal,ndc</b> Director (Information Technology)	House No.8, Road No.5, Block No. A, Section-6, Mirpur, Dhaka.	<b>105</b>	<b>55165907</b>	01711594179 9004334(Res)	<a href="mailto:directorit@bcsadminacademy.gov.bd">directorit@bcsadminacademy.gov.bd</a> <a href="mailto:zafiqba@gmail.com">zafiqba@gmail.com</a>
06.	<b>Mosammat Hamida Begum</b> Director (Plan& Development)	Quel, B-14/E-3, Eskaton Garden Govt. Officer's Quarter, Ramna, Dhaka.	<b>106</b>	<b>55165906</b>	9338020 01552340390	<a href="mailto:directorpdp@bcsadminacademy.gov.bd">directorpdp@bcsadminacademy.gov.bd</a> <a href="mailto:hprs65@yahoo.com">hprs65@yahoo.com</a>
07.	<b>Mr. A. K. M. Sohel</b> Deputy Director (Service)	House No.22, Road No.08, Block- C, Niketon, Dhaka.	<b>107</b>	<b>55165908</b>	01711646667	<a href="mailto:ddservice@bcsadminacademy.gov.bd">ddservice@bcsadminacademy.gov.bd</a> <a href="mailto:dynocracy@yahoo.com">dynocracy@yahoo.com</a>
08.	<b>Abu Hena Mostofa Zaman</b> Deputy Director (Res & Pub)	241, Free School Street, Kathal Bagan, Dhaka.	<b>108</b>	<b>55165909</b>	01824546800	<a href="mailto:ddrp@bcsadminacademy.gov.bd">ddrp@bcsadminacademy.gov.bd</a> <a href="mailto:mostofazaman.17@gmail.com">mostofazaman.17@gmail.com</a>
09.	<b>Jakia Pervin</b> Deputy Director (Administration)	Flat No.2, Tista Bhaban, (B.C.S.A.A.) Officers' Quarter, Nilkhet, Dhaka.	<b>109</b>	<b>55165910</b>	01712187874	<a href="mailto:ddadmin@bcsadminacademy.gov.bd">ddadmin@bcsadminacademy.gov.bd</a> <a href="mailto:jakiap777@gmail.com">jakiap777@gmail.com</a>
10.	<b>Mst. Nargis Murshida</b> Deputy Director (Documentation & Evaluation)	Flat No.4, Tista Bhaban, (B.C.S.A.A.) Officers' Quarter, Nilkhet, Dhaka.	<b>110</b>	<b>55165911</b>	01712703470	<a href="mailto:ddde@bcsadminacademy.gov.bd">ddde@bcsadminacademy.gov.bd</a> <a href="mailto:nargis_1976@yahoo.com">nargis_1976@yahoo.com</a>
11.	<b>Mr. A.K.M. Fazul Hoque</b> Deputy Director (Planning & Development)	Flat No.5, Tista Bhaban, (B.C.S.A.A.) Officers' Quarter, Nilkhet, Dhaka.	<b>111</b>	<b>55165913</b>	01712838118	<a href="mailto:ddpd@bcsadminacademy.gov.bd">ddpd@bcsadminacademy.gov.bd</a> <a href="mailto:hoque15441@gmail.com">hoque15441@gmail.com</a>
12.	<b>Dr. Rahima Khatun</b> Deputy Director	Flat No.1, Tista Bhaban, (B.C.S.A.A.) Officers' Quarter, Nilkhet, Dhaka.	<b>119</b>	<b>55165919</b>	01746302476	
13.	<b>Abu Saleh Mohammad Obaidullah</b> Deputy Director(Training)	Flat No. 6 , Tista Bhaban, (B.C.S.A.A.) Officers' Quarter, Nilkhet, Dhaka.	<b>112</b>	<b>55165914</b>	01731291855	<a href="mailto:ddtraining@bcsadminacademy.gov.bd">ddtraining@bcsadminacademy.gov.bd</a> <a href="mailto:obaidullah1978@gmail.com">obaidullah1978@gmail.com</a>
14.	<b>Mallika Dey</b> Assistant Director	99 Hrishikesh Das Road, Luxmibazar, Dhaka-1100	<b>113</b>	<b>55165912</b>	01745967594	<a href="mailto:mallicreation@yahoo.com">mallicreation@yahoo.com</a>
15.	<b>Musammat Shahin Akter</b> Deputy Director	Summerlin, C-5,34/1,35,35/1, Dilu Road, Newskhaton, Dhaka.	<b>114</b>	<b>55165915</b>	01712251770	<a href="mailto:shahina.akter7@gmail.com">shahina.akter7@gmail.com</a>
16.	<b>Md. Emdadul Hoque</b> Senior Librarian.	BCSAA Dormatory Bhaban, Shahbag, Dhaka., Dhaka.	<b>115</b>	<b>55165917</b>	9676221 01818480439	<a href="mailto:librarian@bcsadminacademy.gov.bd">librarian@bcsadminacademy.gov.bd</a> <a href="mailto:mh41323@gmail.com">mh41323@gmail.com</a>
17.	<b>G.M. Sharfaraz</b> Assistant Director (Documentation & Evaluation)	Flat No.9, Tista Bhaban, (B.C.S.A.A.) Officers' Quarter, Nilkhet, Dhaka.	<b>118</b>	<b>55165921</b>	01733074020 01914308719	<a href="mailto:adde@bcsadminacademy.gov.bd">adde@bcsadminacademy.gov.bd</a> <a href="mailto:sharfarazdu@gmail.com">sharfarazdu@gmail.com</a>
18.	<b>Saiful Islam</b> Assistant Director (Administration)	Flat No.03, Tista Bhaban, (B.C.S.A.A.) Officers' Quarter, Nilkhet, Dhaka.	<b>122</b>	<b>55165912</b>	01781150000	<a href="mailto:adadmin@bcsadminacademy.gov.bd">adadmin@bcsadminacademy.gov.bd</a> <a href="mailto:rिमelity.7442@gmail.com">rimelity.7442@gmail.com</a>
19.	<b>Mohammad Afzal Hossain</b> Programmar	Flat No.10, Tista Bhaban, (B.C.S.A.A.) Officers' Quarter, Nilkhet, Dhaka.	<b>120</b>	<b>55165925</b>	01712753778	<a href="mailto:programmar@bcsadminacademy.gov.bd">programmar@bcsadminacademy.gov.bd</a> <a href="mailto:afz.osprey@gmail.com">afz.osprey@gmail.com</a>
20.	<b>M. Shan-E-Alam Misty</b> Assistant Director (Training)	22, Shidheswari Road, Monijan Tower, 8 <sup>th</sup> Floor, Dhaka.	<b>117</b>	<b>55165919</b>	01748397693	<a href="mailto:adtraining@bcsadminacademy.gov.bd">adtraining@bcsadminacademy.gov.bd</a> <a href="mailto:misty-alam@yahoo.com">misty-alam@yahoo.com</a>
21.	<b>Imrul Kayes</b> Assistant Director (Service)	BCSAA Campus, Shahbag, Dhaka.	<b>116</b>	<b>55165918</b>	01716131118	<a href="mailto:adservice@bcsadminacademy.gov.bd">adservice@bcsadminacademy.gov.bd</a> <a href="mailto:ik_haider@yahoo.com">ik_haider@yahoo.com</a>
22.	<b>Muhammad Saiful Islam</b> Research Officer	Flat No.7, Tista Bhaban, (B.C.S.A.A.) Officers' Quarter, Nilkhet, Dhaka.	<b>135</b>	<b>55165926</b>	01912455806	<a href="mailto:researchofficer@bcsadminacademy.gov.bd">researchofficer@bcsadminacademy.gov.bd</a> <a href="mailto:Saifuladbd@yahoo.com">Saifuladbd@yahoo.com</a>
23.	<b>Dr. Nur Mohammed Sharif As Shams</b> Medical Officer.	52, Road-7/C, Sector-9,Uttara, Dhaka.	<b>123</b>	<b>55165924</b>	01914389877	<a href="mailto:medicalofficer@bcsadminacademy.gov.bd">medicalofficer@bcsadminacademy.gov.bd</a> <a href="mailto:ovisomc@yahoo.com">ovisomc@yahoo.com</a>

24.	<b>Md. Abdul Malek</b> Accounts Officer.	B-9/D-6 Govt. Officers' Quarter ,Sector No-8, Uttara Model Town, Dhaka.	<b>124</b>	<b>55165923</b>	01670071872 01822022172	<a href="mailto:accountofficer@bcsadminacademy.gov.bd">_accountofficer@bcsadminacademy.gov.bd</a> <a href="mailto:malek.51158@gmail.com">malek.51158@gmail.com</a>
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## *Annexure- C*

### **The list of employees of BCS Administration Academy**

SL.	Name of the posts	Approved post	Number of the fit filled in posts	Vacant post	Remark
01	Rector	01	01	-	
02	Member Directing Staff	01	01	-	
03	Director	04	03	01	
04	Deputy Director	06	06	-	
05	Programmer	01	01	-	
06	Senior Laibrarian	01	01	-	
07	Assistant Director	04	04	-	
08	Research Officer	01	01	-	
09	Publication Officer	01	-	01	
10	Medical Officer	01	01	-	
11	Accounts Officer	01	01	-	
12	Librarian	01	-	01	
	Total=	23	20	03	

SL.	Name of the post of 2 <sup>nd</sup> class	Approved post	Number of the fit filled in posts	Vacant post	Remark
01	Administrative Officer	03	-	03	
02	Office Supervisor	01	-	01	
03	Assistant Accounts Officer	01	-	01	
04	Assistant Librarian	01	-	01	
	Total=	06	-	06	

SL.	Name of the post of 3 <sup>rd</sup> class	Approved post	Number of the fit filled in posts	Vacant post	Remark
01	Pharmacist	01	01	-	
02	Cateloger	02	02	-	
03	Stenograffer Cum-Computer Operator	04	04	-	
04	UD	01	01	-	
05	Storekeeper	01	01	-	
06	Cashier	01	01	-	
07	Caretaker	01	01	-	
08	Steno-Typist Cum-Computer Operator	05	04	01	
09	Office Assistant Cum-Computer Typist	07	06	01	
10	Accounts Assistant	01	01	-	
11	Library Assistant Cum-Computer Operator	01	01	-	
12	Electrician	01	01	-	
13	Plumber	01	01	-	
14	Driver	07	07	-	
15	Sr. Data Entry Operator	01	-	01	
16	Odeo-video Operator	01	01	-	
17	Computer Operator	02	01	01	
18	Data Entry Operator	04	04	-	

19	Imam	01	-	01	
20	Training Assistant	01	01	-	
21	Receptionist	01	01	-	
	Total=	45	40	05	

SL.	Name of the post of 4 <sup>th</sup> class	Approved post	Number of the fit filled in posts	Vacant post	Remark
01	Despatch Rider	01	01	-	
02	Cook	01	01	-	
03	Office Assistant	19	19	-	
04	Class attendant	04	04	-	
05	Security Guard	03	-	-	01 post temporary
06	Gardener	03	03	-	
07	Cleaner	06	06	-	
08	Photocopier Operator	01	-	01	
09	Assistant Cook	01	-	01	
10	Transport Assistant	01	-	01	
11	Recreation Room Attendent	01	-	01	
12	Sports Attendent	01	-	01	
13	Dining Boy	04	-	04	
14	Office Assistant (Contractual)	03	-	03	Contractual
15	Class attendant (Contractual)	03	-	03	Contractual
	Total=	51	37	14	

## Synopsis of the budget of FY 2015-2016

Code	Head of Accounts	Budget allotment the FY 2015-2016	Actual expenditure of the FY 2015-2016 (upto May 2016)
4500	Pay of officers		
<b>4501</b>	<b>Pay of officers</b>	<b>126,00,000/-</b>	<b>87,79,190/-</b>
4600	Pay of Establishment		
<b>4601</b>	<b>Pay of Establishment</b>	<b>142,00,000/-</b>	<b>83,88,563/-</b>
4700	<b>Allowances</b>		
4701	Rebalance Allowances	0	0
4705	House Rent Allowance	18,00,000/-	13,81,406/-
4709	Rest & Recreation Allowance	5,00,000/-	3,37,390/-
4713	Festival Allowance	44,00,000/-	22,87,390/-
4714	Bangla Nababarsha Allowance	4,50,000/-	4,31,233/-
4717	Medical Allowance	7,80,000/-	7,57,900/-
4725	Washing Allowance	50,000/-	33,900/-
4733	Entertainment Allowance	50,000/-	36,600/-
4737	Liabilities Allowance	50,000/-	26,326/-
4755	Tiffin Allowance	1,30,000/-	1,22,500/-
4765	Conveyance Allowance	1,30,000/-	1,26,557/-
4773	Educational Allowance	2,50,000/-	2,18,800/-
4794	Mobile Allowance	3,00,000/-	32,200/-
4795	Other Allowance	21,50,000/-	12,11,233/-
	<b>Total</b>	<b>1,10,40,000/-</b>	<b>70,03,435/-</b>
<b>4800</b>	<b>Supplies and Services</b>		
4801	Travel Expenses	10,00,000/-	8,97,994/-
4802	Transfer Expense	1,00,000/-	41,680/-
4805	Overtime	6,50,000/-	5,94,115/-
4810	Municipal Rates & Taxes	1,05,00,000/-	82,79,302/-
4811	Land tax	20,000/-	16,464/-
4815	Postage	20,000/-	00
4816	Telephone	3,50,000/-	1,92,051/-
4817	Telex/Fax/Internet	4,50,000/-	3,55,810/-
4819	Water	36,00,000/-	34,69,706/-
4821	Electricity	35,00,000/-	34,86,549/-
4822	Fuel and Gas	1,00,000/-	00/-

4823	Petrol, Oil, and Lubricants	19,20,000/-	20,07,842/-
4829	Research Expenses	50,000/-	00
4831	Books and periodicals	5,00,000/-	2,96,758/-
4833	Publicity and Advertisement	1,50,000/-	1,46,834/-
4835	Publications	2,00,000/-	81,000/-
4840	Training Expenses	5,67,34,000/-	5,05,99,350/-
4841	ICT/E-Governance	8,00,000/-	18,000/-
4862	Vaccine and Medicine	2,50,000/-	2,10,501/-
4877	R .R. Fund	16,20,000/-	9,06,750/-
4883	Honorarium/Fees	3,00,000/-	15,600/-
4888	Computer Materials	2,00,000/-	1,01,509/-
4899	Other Expenses	30,00,000/-	26,03,936/-
	<b>Total</b>	<b>8,61,94,000/-</b>	<b>7,43,21,751/-</b>
<b>4900</b>	<b>Repair, Maintenance</b>		
4901	Motor Vehicles	9,50,000/-	7,19,000/-
4906	Furniture and Fixtures	1,50,000/-	00/-
4911	Computer and office Equipment	3,50,000/-	56,795/-
4991	Other repairs and Maintenance	2,50,000/-	1,14,190/-
	<b>Total</b>	<b>17,00,000/-</b>	<b>8,89,985/-</b>
<b>6800</b>	<b>Acquisition of Assets</b>		
6807	Motor Vehicles	75,00,000/-	00
6813	Machinery and other Equipment	6,00,000/-	3,49,980/-
6815	Computers and Accessories	44,00,000/-	1,75,080/-
6821	Furniture and Fixtures	11,00,000/-	1,83,540/-
6823	Telecommunication Equipment	1,00,000/-	33,300/-
	<b>Total</b>	<b>1,37,00,000/-</b>	<b>7,41,900/-</b>
	<b>Total B.C.S.A.A</b>	<b>13,94,34,000/-</b>	<b>10,01,24,824/-</b>

### Training programs conducted in the FY 2015-2016

#### A. Mandated training courses of the Academy

Sl. No.	Name of the course	Level of the participants	Duration		Number of participants	Type of course
			From	To		
01.	94 <sup>th</sup> Law and Administration Course	Assistant Commissioner (AC) or Equivalent	26.07.15	23.12.15	42	Residential
02.	95 <sup>th</sup> Law and Administration Course	AC or Equivalent	26.07.15	23.12.15	43	Residential
03.	20 <sup>th</sup> Orientation Course for Fit-listed U.N.O.s	Fit-listed U.N.O.	26.07.15	06.08.15	40	Residential/ Non-Residential
04.	17 <sup>th</sup> Course on Upazila Administration & Development	Acting U.N.O.	09.08.15	03.09.15	32	Residential/ Non-Residential
05.	7 <sup>th</sup> Course for Executive Magistrate	ADM/ ADC and working Executive Magistrate	06.09.15	17.09.15	28	Residential/ Non-Residential
06.	21 <sup>st</sup> Orientation Course for Fit-listed U.N.O.s	Fit-listed U.N.O.	04.10.15	15.10.15	26	Residential/ Non-Residential
07.	16 <sup>th</sup> Public Procurement Management Course	Assistant Secretary (AS) to Deputy Secretary (DS)/Senior AC/AC	18.10.15	29.10.15	30	Residential/ Non-Residential
08.	1 <sup>st</sup> Public Relation Management Course	ADC/UNO/AC (Land)/Senior AC /AC	01.11.15	12.11.15	21	Residential/ Non-Residential
09.	22 <sup>nd</sup> Orientation Course for Fit-listed U.N.O.s	Fit-listed U.N.O.	22.11.15	03.12.15	25	Residential/ Non-Residential
10.	96 <sup>th</sup> Law and Administration Course	AC or Equivalent	03.01.16	02.06.16	25	Residential
11.	97 <sup>th</sup> Law and Administration Course	AC or Equivalent	03.01.16	02.06.16	23	Residential
12.	Project Management Course	AS to DS/Senior AC/AC	17.01.16	11.02.16	15	Residential/ Non-Residential
13.	2 <sup>nd</sup> Constructing, Monitoring and Evaluating Course	AS to DS/Senior AC/AC	14.02.16	18.02.16	17	Residential/ Non-Residential
14.	19 <sup>th</sup> Public Procurement Management Course	AS to DS/Senior AC/AC	28.02.16	10.03.16	15	Residential/ Non-Residential
15.	20 <sup>th</sup> Public Procurement Management Course	AS to DS/Senior AC/AC	24.04.16	05.05.16	31	Residential/ Non-Residential

16.	10 <sup>th</sup> Course for Executive Magistrate	ADM/ADC and Working Executive Magistrate	08.05.16	19.05.16	13	Residential/ Non-Residential
17.	4 <sup>th</sup> Masters in Public Policy and Management	Officers of Admin. Cadre with at least 10 years of experience	01.07.15	30.06.16	25	Non-Residential

## **B. Foundation Training Course**

18.	A60 <sup>th</sup> Foundation Training Course	Officers of different cadres of Bangladesh Civil Service	27.09.15	24.03.16	39	Residential
19.	A61 <sup>st</sup> Foundation Training Course	Officers of different cadres of Bangladesh Civil Service	29.11.15	26.05.16	40	Residential
20.	1 <sup>st</sup> Foundation Training Course	Assistant Directors of Anti-corruption Commission	28.02.16	27.4.16	30	Residential

**Participants of 94<sup>th</sup> Law and Administration Course**  
(26 July to 23 December 2015)

Sl. No.	Name and ID	Designation and Place of Posting	Position obtained in the training
01.	Md. Abdullah Al Mahmud (16836)	Assistant Commissioner, DC Office, Rajshahi	16 <sup>th</sup>
02.	Debashis Choudhury (16895)	Assistant Commissioner, DC Office, Rangpur	28 <sup>th</sup>
03.	S. M. Shahin (16912)	Assistant Commissioner, DC Office, Faridpur	4 <sup>th</sup>
04.	Musammath Rashada Akther (16973)	Assistant Commissioner, DC Office, Mymensing	31 <sup>st</sup>
05.	Farhana Jahan Upama (17041)	Assistant Commissioner, DC Office, Comilla	1 <sup>st</sup>
06.	Muha. Abu Tahir (17046)	Assistant Commissioner, DC Office, Pabna	35 <sup>th</sup>
07.	Samiul Amin (17047)	Assistant Commissioner, DC Office, Kurigram	2 <sup>nd</sup>
08.	Md. Aminur Rahman (17049)	Assistant Commissioner, DC Office, Munshiganj	30 <sup>th</sup>
09.	Md. Mojammel Haque Rasel (17052)	Assistant Commissioner, DC Office, Cox's Bazar	37 <sup>th</sup>
10.	S. M. Monjurul Hoque (17054)	Assistant Commissioner, DC Office, Gopalganj	33 <sup>rd</sup>
11.	Milton Roy (17056)	Assistant Commissioner, DC Office, Noakhali	13 <sup>th</sup>
12.	Dewan Moudud Ahmed (17057)	Assistant Commissioner, DC Office, Khagrachari	29 <sup>th</sup>
13.	Md. Kabir Hossain (17060)	Assistant Commissioner, DC Office, Jhalokathi	5 <sup>th</sup>
14.	Mir Alif Reza (17061)	Assistant Commissioner, DC Office, Barguna	8 <sup>th</sup>
15.	Md. Anisul Islam (17062)	Assistant Commissioner, DC Office, Chittagong	24 <sup>th</sup>
16.	Tusher Ahmed (17063)	Assistant Commissioner, DC Office, Cox's Bazar	12 <sup>th</sup>
17.	Mst. Khaleda Khatun Rekha (17064)	Assistant Commissioner, DC Office, Rangpur	6 <sup>th</sup>
18.	Md. Abdul Wadud (17066)	Assistant Commissioner, DC Office, Patuakhali	39 <sup>th</sup>
19.	Arabinda Biswas (17068)	Assistant Commissioner, DC Office, Khagrachari	40 <sup>th</sup>
20.	Md. Nazmul Islam (17069)	Assistant Commissioner, DC Office, Rangamati	41 <sup>st</sup>
21.	Md. Rezaul Karim (17070)	Assistant Commissioner, DC Office, Rangamati	21 <sup>st</sup>
22.	Faisal Ahmed (17071)	Assistant Commissioner, DC Office, Patuakhali	32 <sup>nd</sup>
23.	Md. Alamgir Hussain (17073)	Assistant Commissioner, DC Office, Patuakhali	22 <sup>nd</sup>
24.	Shiuli Hari (17075)	Assistant Commissioner, DC Office, Pirojpur	9 <sup>th</sup>
25.	A.K.M. Saiful Alam (17187)	Assistant Commissioner, DC Office, Habiganj	23 <sup>rd</sup>
26.	Mahmoda Akter (17193)	Assistant Commissioner, DC Office, Natore	15 <sup>th</sup>
27.	Md. Aminul Islam (17200)	Assistant Commissioner, DC Office, Meherpur	20 <sup>th</sup>
28.	Naznin Sultana (17322)	Assistant Commissioner, DC Office, Rangpur	3 <sup>rd</sup>
29.	Rumana Akter (17423)	Assistant Commissioner, DC Office, Barisal	17 <sup>th</sup>
30.	Md. Borman Hossain (17424)	Assistant Commissioner, DC Office, Noakhali	19 <sup>th</sup>
31.	Syduzzaman Chowdhury (17425)	Assistant Commissioner, DC Office, Sirajganj	18 <sup>th</sup>
32.	Santanu Kumar Das (17426)	Assistant Commissioner, DC Office, Rajshahi	25 <sup>th</sup>
33.	Md. Assadekjaman (17427)	Assistant Commissioner, DC Office, Pirojpur	11 <sup>th</sup>
34.	Urmi Bhowmick (17428)	Assistant Commissioner, DC Office, Soriapur.	7 <sup>th</sup>
35.	Md. Anisuzzaman (17429)	Assistant Commissioner, DC Office, Lakshmipur	38 <sup>th</sup>
36.	Md. Yaseen (17432)	Assistant Commissioner, DC Office, Naogaon	27 <sup>th</sup>
37.	Jannat Ara Nahid (17434)	Assistant Commissioner, DC Office, Madaripur	26 <sup>th</sup>
38.	Mashukate Rabbi (17435)	Assistant Commissioner, DC Office, Brahmanbaria	42 <sup>nd</sup>
39.	Md. Kowsar Hossen (17436)	Assistant Commissioner, DC Office, Rajbari.	36 <sup>th</sup>
40.	Rafiqul Islam (17437)	AC, DC Office, Chapainabgonj	34 <sup>th</sup>

41.	Nazim Uddin (17442)	Assistant Commissioner, DC Office, Kurigram	14 <sup>th</sup>
42.	Md. Mahbub Hasan (17448)	Assistant Commissioner, DC Office, Noakhali	10 <sup>th</sup>

## Annexure- F2

### Participants of 95<sup>th</sup> Law and Administration Course (26 July to 23 December 2015)

Sl. No.	Name and ID	Designation and place of posting	Position obtained in the training
01.	Parvejur Rahman (16951)	Assistant Commissioner, Narsingdi	39 <sup>th</sup>
02.	Dilara Rahman (16953)	Assistant Commissioner, Panchagarh	28 <sup>th</sup>
03.	Abul Kalam Azad (17019)	Assistant Commissioner, Rangpur	22 <sup>th</sup>
04.	Robiat Ferdousi (17027)	Assistant Commissioner, Narayanganj	31 <sup>st</sup>
05.	Hossain Md. Al-Jonaed (17080)	Assistant Commissioner, Gopalganj	16 <sup>th</sup>
06.	Shah Md Shamsuzzoha (17083)	Assistant Commissioner, Bogra	35 <sup>th</sup>
07.	Md. Asaduzzaman (17085)	Assistant Commissioner, Faridpur	21 <sup>st</sup>
08.	Md. Mizanur Rahman (17086)	Assistant Commissioner, Chapainawabganj	36 <sup>th</sup>
09.	Md. Firoz Al Mamun (17087)	Assistant Commissioner, Comilla	8 <sup>th</sup>
10.	Yeasmin Nahar Ruma (17089)	Assistant Commissioner, Brahmanbaria	5 <sup>th</sup>
11.	Md. Zobaer Hussain (17092)	Assistant Commissioner, Nilphamari	40 <sup>th</sup>
12.	Mst. Shanaz Mithun Munni (17093)	Assistant Commissioner, Naogaon	30 <sup>th</sup>
13.	Yesmin Akhter (17096)	Assistant Commissioner, Sylhet	4 <sup>th</sup>
14.	Taslima Begum (17100)	Assistant Commissioner, Khagrachari	2 <sup>nd</sup>
15.	Nazrul Islam (17103)	Assistant Commissioner, Noakhali	15 <sup>th</sup>
16.	Md. Saifuddin Gias (17104)	Assistant Commissioner, Madaripur	12 <sup>th</sup>
17.	Md. Aminul Islam (17105)	Assistant Commissioner, Khagrachari	1 <sup>st</sup>
18.	Md. Shohel Rana (17106)	Assistant Commissioner, Lakshmipur	38 <sup>th</sup>
19.	Hossain Mohammad Al-Muzahid (17108)	Assistant Commissioner, Bandarban	37 <sup>th</sup>
20.	Jakia Afrin (17112)	Assistant Commissioner, Feni	4 <sup>th</sup>
21.	Md. Sanwar Hossain (17116)	Assistant Commissioner, Panchagarh	13 <sup>th</sup>
22.	Nurul Hai Mohammad Anas (17402)	Assistant Commissioner, Rajshahi.	9 <sup>th</sup>
23.	Md. Hafizur Rahman (17404)	Assistant Commissioner, Gopalganj	19 <sup>th</sup>
24.	Md. Faruq Sufian (17406)	Assistant Commissioner, Rangamati	23 <sup>rd</sup>
25.	Mahmuda Akter (17408)	Assistant Commissioner, Barisal	24 <sup>th</sup>
26.	Sufal Chandra Goldar (17411)	Assistant Commissioner, Nilphamari	33 <sup>rd</sup>
27.	Parimol Kumar Sarkar (17412)	Assistant Commissioner, Magura	14 <sup>th</sup>
28.	Md. Motachem Billah (17416)	Assistant Commissioner, Natore	11 <sup>th</sup>
29.	Tahmina Rahman (17417)	Assistant Commissioner, Kishoregonj	25 <sup>th</sup>
30.	Roslina Parven (17418)	Assistant Commissioner, Kurigram	18 <sup>th</sup>
31.	Tayeb-ur-Rahman Ashik (17419)	Assistant Commissioner, Bogra	29 <sup>th</sup>
32.	Samima Yasmin (17421)	Assistant Commissioner, Kishoregonj	34 <sup>th</sup>
33.	Md. Mizanur Rahman (17439)	Assistant Commissioner, Pirojpur	32 <sup>nd</sup>
34.	Maksuda Akter Masu (17440)	Assistant Commissioner, Joypurhat	27 <sup>th</sup>
35.	Nahian Ahmed (17441)	Assistant Commissioner, Sirajganj	17 <sup>th</sup>
36.	Md. Abdullah Al Mamun (17444)	Assistant Commissioner, Bandarban	26 <sup>th</sup>

37.	Md. Arafat Hossain (17446)	Assistant Commissioner, Chittagong	7 <sup>th</sup>
38.	Ramananda Pal (17447)	Assistant Commissioner, Meherpur	3 <sup>rd</sup>
39.	Dipon Debnath (17449)	Assistant Commissioner, Noagaon	10 <sup>th</sup>
40.	Jobaida Akter (17450)	Assistant Commissioner, Natore	6 <sup>th</sup>
41.	Siddhartha Bhowmik (17451)	Assistant Commissioner, Joypurhat	20 <sup>th</sup>

**Participants 96<sup>th</sup> Law and Administration Course**  
(10 January to 9 June 2016)

SI No.	Name and ID	Designation and place of posting	Position obtained in the training
01.	K.M. Salahuddin (16352)	Assistant Commissioner, Office of the Deputy Commissioner, Moulvibazar.	19 <sup>th</sup>
02.	Riva Chakma (16508)	Assistant Commissioner (Land),, Shajahanpur, Bogra.	13 <sup>th</sup>
03.	Musammat Rahima Akhter (16566)	Assistant Commissioner, Office of the Deputy Commissioner, Dhaka.	16 <sup>th</sup>
04.	Taslina Akhter (16618)	Assistant Commissioner, Office of the Deputy Commissioner, Narsingdi.	18 <sup>th</sup>
05.	Shamsunnaher Shapna (16754)	Assistant Commissioner, Office of the Deputy Commissioner, Brahmanbaria.	20 <sup>th</sup>
06.	Pranati Biswas (16862)	Assistant Commissioner, Office of the Deputy Commissioner, Narsingdi.	5 <sup>th</sup>
07.	Maffara Tasneen (16954)	Assistant Commissioner, Office of the Deputy Commissioner, Bagerhat.	24 <sup>th</sup>
08.	Rubayet Hayat Shiplu (16980)	Assistant Commissioner, Office of the Deputy Commissioner, Faridpur.	11 <sup>th</sup>
09.	Arafat Rahman (17025)	Assistant Commissioner, Office of the Deputy Commissioner, Pabna.	21 <sup>st</sup>
10.	Bipul Chandra Das (17050)	Assistant Commissioner, Office of the Deputy Commissioner, Jhalakathi.	7 <sup>th</sup>
11.	Md. Masbaul Hossain (17051)	Assistant Commissioner, Office of the Deputy Commissioner, Dinajpur.	4 <sup>th</sup>
12.	Prabir Kumar Roy (17074)	Assistant Commissioner, Office of the Deputy Commissioner, Shariatpur.	8 <sup>th</sup>
13.	Ummei Honey (17090)	Assistant Commissioner, Office of the Deputy Commissioner, Brahmanbaria.	3 <sup>rd</sup>
14.	A.F.M. Feroj Mahmud (17102)	Assistant Commissioner, Office of the Deputy Commissioner, Shariatpur.	2 <sup>nd</sup>
15.	Rakhi Ahmed (17114)	Assistant Commissioner, Office of the Deputy Commissioner, Kishoreganj.	15 <sup>th</sup>
16.	Masud Ul Alam (17204)	Assistant Commissioner, Office of the Deputy Commissioner, Jessore.	17 <sup>th</sup>
17.	Prottoy Hasan (17205)	Assistant Commissioner, Office of the Deputy Commissioner, Bogra.	1 <sup>st</sup>
18.	Md. Nabirul Islam (17216)	Assistant Commissioner, Office of the Deputy Commissioner, Natore.	12 <sup>th</sup>
19.	Md. Sakib-Al- Rabbi (17226)	Assistant Commissioner, Office of the Deputy Commissioner, Barguna.	10 <sup>th</sup>
20.	Noor Ahmed Masum (17239)	Assistant Commissioner, Office of the Deputy Commissioner, Satkhira.	23 <sup>rd</sup>
21.	Sheikh Mohi Uddin (17255)	Assistant Commissioner, Office of The Deputy Commissioner, Kushtia.	22 <sup>nd</sup>
22.	Md. Jahangir Alam (17269)	Assistant Commissioner, Office of the Deputy Commissioner, Natore.	25 <sup>th</sup>
23.	Md. Abdul Waresh Ansary (17277)	Assistant Commissioner, Office of the Deputy Commissioner, Kurigram.	6 <sup>th</sup>
24.	A.K.M. Hedaitul Islam (17284)	Assistant Commissioner, Office of the Deputy	9 <sup>th</sup>

		Commissioner, Naogaon.	
25.	Mahfuja Sultana (17296)	Assistant Commissioner, Office of the Deputy Commissioner, Khulna.	14 <sup>th</sup>

**Participants of 97<sup>th</sup> Law and Administration Course**  
(10 January to 9 June 2016)

Sl No.	Name and ID	Designation and Place of Posting	Position obtained in the training
01.	Md. Abdur Rafiul Alam (17208)	Assistant Commissioner, Office of the Deputy Commissioner, Gaibandha.	18 <sup>th</sup>
02.	Md. Shyful Islam (17213)	Assistant Commissioner, Office of the Deputy Commissioner, Jhenaidah.	17 <sup>th</sup>
03.	Md. Saiful Islam Majumder (17214)	Assistant Commissioner, Office of the Deputy Commissioner, Mymensingh.	5 <sup>th</sup>
04.	Shahina Sabnam (17215)	Assistant Commissioner, Office of the Deputy Commissioner, Bogra.	6 <sup>th</sup>
05.	Mst.Afsana Yasmin (17223)	Assistant Commissioner, Office of the Deputy Commissioner, Dinajpur.	15 <sup>th</sup>
06.	Md. Zahangir Alom (17227)	Assistant Commissioner, Office of the Deputy Commissioner, Gaibandha.	11 <sup>th</sup>
07.	Md. Saiful Islam (17229)	Assistant Commissioner, Office of the Deputy Commissioner, Jessore.	8 <sup>th</sup>
08.	Md. Masudur Rahman (17232)	Assistant Commissioner, Office of the Deputy Commissioner, Panchangarh.	13 <sup>th</sup>
09.	Wahida Khanam (17236)	Assistant Commissioner, Office of the Deputy Commissioner, Dinajpur.	16 <sup>th</sup>
10.	Mohammad Hashib Sarker (17242)	Assistant Commissioner, Office of the Deputy Commissioner, Sirajganj	1 <sup>st</sup>
11.	Md. Moinuddin Khanduker (17250)	Assistant Commissioner, Office of the Deputy Commissioner, Patuakhali.	7 <sup>th</sup>
12.	Md.Jahid Hasan Siddiquee (17251)	Assistant Commissioner, Office of the Deputy Commissioner, Kurigram.	12 <sup>th</sup>
13.	Md. Abdul Kader (17253)	Assistant Commissioner, Office of the Deputy Commissioner, Panchangarh.	10 <sup>th</sup>
14.	Md. Masudul Alam (17260)	Assistant Commissioner, Office of the Deputy Commissioner, Patuakhali.	3 <sup>rd</sup>
15.	Ripon Kumer Saha (17271)	Assistant Commissioner, Office of the Deputy Commissioner, Naogaon.	9 <sup>th</sup>
16.	A.S.M. Musa (17275)	Assistant Commissioner, Office of the Deputy Commissioner, Chapainababganj.	21 <sup>st</sup>
17.	Md. Masudur Rahman Masud (17279)	Assistant Commissioner, Office of the Deputy Commissioner, Bogra.	14 <sup>th</sup>
18.	H.M. Salauddin Monzu (17280)	Assistant Commissioner, Office of the Deputy Commissioner, Patuakhali.	20 <sup>th</sup>
19.	S.M. Sadik Tanveer (17281)	Assistant Commissioner, Office of the Deputy Commissioner, Pirojpur.	2 <sup>nd</sup>
20.	Asraful Siddique (17292)	Assistant Commissioner, Office of the Deputy Commissioner, Rangpur.	19 <sup>th</sup>
21.	Muhammad Rajib-Ul- Ahashan (17383)	Assistant Commissioner, Office of the Deputy Commissioner, Chittagong.	4 <sup>th</sup>
22.	Md. Suridh Salehin ( 17576)	Assistant Commissioner, Office of the Deputy Commissioner, Rajbari.	22 <sup>nd</sup>

**Participants of A59<sup>th</sup> Foundation Training Course**  
(22 March to 21 September 2015)

Sl. No.	Name and ID	Designation and place of posting	Position obtained in the training
01.	Jesmin Sultana (17190)	Assistant Commissioner, DC Office, Habiganj	20 <sup>th</sup>
02.	Nilufa Akter (17201)	Assistant Commissioner, DC Office, Sylhet	23 <sup>rd</sup>
03.	Mondip Gharai (17210)	Assistant Commissioner, DC Office, Faridpur	2 <sup>nd</sup>
04.	Md. Shibli Sadique (17230)	APS to Chairman, Privatization Commission, Prime Minister Office, Dhaka	3 <sup>rd</sup>
05.	SK. Rashed-Uz-Zaman (17283)	Assistant Commissioner, DC Office, Pirojpur	6 <sup>th</sup>
06.	A.K.M. Hedaitul Islam (17284)	Assistant Commissioner, DC Office, Naogaon	5 <sup>th</sup>
07.	Sohel Rana (17285)	Assistant Commissioner, DC Office, Sunamganj	22 <sup>nd</sup>
08.	Mst. Aktarunnesa (17286)	Assistant Commissioner, DC Office, Lalmonirhat	34 <sup>th</sup>
09.	Ajit Deb (17289)	Assistant Commissioner DC Office, Bhola	13 <sup>th</sup>
10.	Jati Prue (17290)	Assistant Commissioner, DC Office, Nilfamari	17 <sup>th</sup>
11.	Mohammad Razaul Karim (17291)	Assistant Commissioner, DC Office, Sylhet	21 <sup>st</sup>
12.	Asraful Siddique (17292)	Assistant Commissioner, DC Office, Rangpur	30 <sup>th</sup>
13.	Shirin Akhtar (17294)	Assistant Commissioner, Divisional Commissioner Office, Chittagong	35 <sup>th</sup>
14.	Mst. Raonak Jahan (17295)	Assistant Commissioner, DC Office, Gaibandha	28 <sup>th</sup>
15.	Mahfuja Sultana (17296)	Assistant Commissioner, DC Office, Khulna	32 <sup>nd</sup>
16.	Md. Enamul Haque Mithu	ASP, Bhagerhat	4 <sup>th</sup>
17.	Md. Shafiqul Islam	ASP, Savar Model Thana, Dhaka	11 <sup>th</sup>
18.	Munira Islam	Assistant Chief, Planning Commission, Dhaka	14 <sup>th</sup>
19.	Anirban Chowdhury	ASP, PTC, Tangail	23 <sup>rd</sup>
20.	Alake Biswas	ASP, Rapid Action Battalion-09, Majortila, Sylhet	9 <sup>th</sup>
21.	Md. Jahangir Alam	AC, DMP, Dhaka	10 <sup>th</sup>
22.	Md. Shohan Sarker	ASP, Police Headquarter, Dhaka	7 <sup>th</sup>
23.	Sudipta Sarker	ASP, Barishal	25 <sup>th</sup>
24.	S. M. Jahangir Hasan	ASP, Police Headquarter, Dhaka	6 <sup>th</sup>
25.	Muhammad Shahidul Islam	ASP, Ostogram Circle, Mithamain, Kishorgonj.	31 <sup>st</sup>
26.	Md. Khaled Ibne Malek	ASP, Police Headquarter, Dhaka	1 <sup>st</sup>
27.	Mirza Sifat-E-Khoda	Assistant District Commandant, Narayanganj.	33 <sup>rd</sup>
28.	Mohd. Mazharul Haque Bhuyan	Assistant Commissioner of Taxes, Chittagong.	15 <sup>th</sup>
29.	Mahmuda Masum	Assistant Chief, Ministry of Fisheries & Livestock	8 <sup>th</sup>
30.	Mostari Jahan Ferdous	Assistant Director, 1Ansar Battalion, Khilgaon, Dhaka	12 <sup>th</sup>
31.	Munna Rani Biswas	Assistant Chief, Cabinet Division, Dhaka	17 <sup>th</sup>
32.	Dr. Tapas Kumar Ghosh	Veterinary Surgeon, Kalia, Narail	24 <sup>th</sup>
33.	Dr. Md. Ali Azam	Veterinary Surgeon, Ramgonj, Laximpur	16 <sup>th</sup>

34.	Dr. Nasrin Sultana Tonu	Veterinary Surgeon, Atwary, Panchagorh	26 <sup>th</sup>
35.	Dr. Md. Saifur Rahman	Veterinary Surgeon, Balagonj, Syhlet	29 <sup>th</sup>
36.	Md. Mamun Hossain Khan	Assistant Engineer, RHD, Road Division, Mymensingh	18 <sup>th</sup>
37.	Syed Gias Uddin	Assistant Engineer, RHD, Road Division, Jessore	19 <sup>th</sup>
38.	Sitara Laboni	Lecturer, Officer Training Institute, Savar, Dhaka	27 <sup>th</sup>

## Annexure- G2

### Participants of A60<sup>th</sup> Foundation Training Course (4 October 2015 to 31 March 2016)

SI No.	Name and ID	Designation and place of posting	Position obtained in the training
01.	Kamarum Munira (BP-8410126929)	Assistant Superintendent of Police, DTS, CID, Dhaka	3 <sup>rd</sup>
02.	Shabikunnahar Sharmin (581)	Assistant Chief, Economic Relations Division, Ministry of Finance, Sher-E-Bangla Nagar, Dhaka	28 <sup>th</sup>
03.	Nahida Parvin (16800)	Assistant Commissioner, DC Office, Narsingdi	21 <sup>st</sup>
04.	Tamanna Nasrin Urmi (16965)	Assistant Commissioner, DC Office, Pabna	19 <sup>th</sup>
05.	Mst. Masuma Arefin (17021)	Assistant Commissioner, DC Office, Gazipur	39 <sup>th</sup>
06.	Khandaker Laboni (BP 8212147734)	ASP, Kushtia Model Thana, Kushtia	36 <sup>th</sup>
07.	Morsheda Khatun (BP-8512147781)	ASP, 2 APBn, Muktagacha, Mymensingh	35 <sup>th</sup>
08.	Mahmud Naser Jhony (BP-8112147642)	Assistant Police Commissioner, DB, DMP, Dhaka	29 <sup>th</sup>
09.	Md. Zahid Hossain (120140)	Assistant Director, Rab-6, Lobonchora, Khulna	8 <sup>th</sup>
10.	Farok Ahmed (AV120147)	Assistant Director, 2 IC, 7 Ansar Batalion, Guimar, Khagrachori	25 <sup>th</sup>
11.	Othello Chowdhury	Second Secretary, NBR, Dhaka	15 <sup>th</sup>
12.	Fatema Khairun Nur	Assistant Commissioner (Customs & Excise), Customs, Excise & VAT Commissionerate, Dhaka (East), Dhaka	9 <sup>th</sup>
13.	Sujit Majumder	Deputy Director/PP & C, Bangladesh Railway, 16 Abdul Gani Road, Rail Bhaban, Dhaka	1 <sup>st</sup>
14.	Raqibul Hasan (ID-2734)	Agriculture Extension Officer, Bhuanpur, Tangail	13 <sup>th</sup>
15.	Md. Mamunul Karim (17121)	Assistant Commissioner, DC Office, Bandarban	20 <sup>th</sup>
16.	Ashekul Haque (17135)	Assistant Commissioner, DC Office, Moulvibazar	34 <sup>th</sup>
17.	Md. Liton Sarker (17149)	Assistant Commissioner, DC Office, Rangpur	2 <sup>nd</sup>
18.	A.K.M. Abdullah-Bin-Rashid (17171)	Assistant Commissioner, DC Office, Sunamganj	32 <sup>nd</sup>
19.	Sharmin Ara (17179)	Assistant Commissioner, DC Office, Rajshahi	26 <sup>th</sup>
20.	Mohammad Ullah (17198)	Assistant Commissioner, DC Office, Magura	4 <sup>th</sup>

21.	Mst. Nayeema Khondaker (17252)	Assistant Commissioner, DC Office, Sunamganj	6 <sup>th</sup>
22.	Mst. Sonia Sultana (17268)	Assistant Commissioner, DC Office, Moulvibazar	38 <sup>th</sup>
23.	Md. Ihsanul Ferdaus (BP-8913159402)	Assistant Commissioner of Police, DMP, Dhaka	10 <sup>th</sup>
24.	Mr. Md. Shabuddin Kabir (BP-8813159407)	Assistant Commissioner of Police, DMP, Dhaka	5 <sup>th</sup>
25.	Mr. Sazzad Ibna Rayhan (BP-8513159493)	Assistant Superintendent of Police, South Circle, Habiganj	23 <sup>rd</sup>
26.	Md. Kamrul Ahsan (BP-8613159494)	Assistant Superintendent of Police, Rab-11, Narayanganj	22 <sup>nd</sup>
27.	Md. Muhit Kabir Sarneabat (BP-8713159480)	ASP, Rab-1, Uttara, Dhaka	16 <sup>th</sup>
28.	Farida Parvin (BP-8413159362)	ASP, River Police, Mirpur-1, Dhaka	30 <sup>th</sup>
29.	Md. Aman Ullah Sarker	Assistant Engineer (Civil), PWD, Maintenance Sub-Division-3, Dhaka	14 <sup>th</sup>
30.	Md. Neamul Hasan	Assistant Commissioner (Customs & Excise), Mongla Custom House, Khalishpur, Khulna	11 <sup>th</sup>
31.	Shakila Akter (0628)	Assistant Chief, Ministry of Labour & Employment, Dhaka	24 <sup>th</sup>
32.	Roksana Khanom Munni	Upazila Family Planning Officer, Burichong, Comilla	33 <sup>rd</sup>
33.	Zahirul Alam	Upazila Family Planning Officer, Companiganj, Noakhali	18 <sup>th</sup>
34.	Sharmin Sultana (ID-152012030115)	AD (Programme), Farm Broadcasting Unit, Bangladesh Betar, Agargaon, Dhaka	31 <sup>st</sup>
35.	Nusrat Jahan (ID-202013021002)	Assistant Engineer (E/M), PWD E/M Circle-2, Segunbagicha, Dhaka	17 <sup>th</sup>
36.	Asma Nafida Kazme	Assistant Engineer, Population Project Cell, Public Works Department, Segunbagicha, Dhaka	12 <sup>th</sup>
37.	Md. Shafaet Alam	Upazila Fisheries Officer (Reserve), Department of Fisheries, Matshya Bhaban, Ramna, Dhaka	7 <sup>th</sup>
38.	Md. Rashedul Haque (602322)	Assistant Engineer (Civil), Field Quality Control Laboratory, Sylhet	37 <sup>th</sup>
39.	Most. Shirin Sultana (17354)	Assistant Commissioner, DMP, Dhaka, Brahmanbaria	27 <sup>th</sup>

**Participants A61<sup>st</sup> Foundation Training Course**  
(27 December 2015 to 23 June2016)

<b>Sl No.</b>	<b>Name and ID</b>	<b>Designation and Place of Posting</b>	<b>Position obtained in the training</b>
01.	Mahmoda Akter (17193)	Assistant Commissioner, DC Office, Natore	17 <sup>th</sup>
02.	Md. Aminul Islam (17200)	Assistant Commissioner, DC Office, Meherpur	21 <sup>st</sup>
03.	Ayesha Siddiqua (17202)	Assistant Commissioner, DC Office, Comilla	11 <sup>th</sup>
04.	Priyanka Paul (17220)	Assistant Commissioner, DC Office, Khulna	5 <sup>th</sup>
05.	Rashida Akter (17267)	Assistant Commissioner, DC Office, Rajshahi	34 <sup>th</sup>
06.	Nurul Hai Mohammad Anas (17402)	Assistant Commissioner, DC Office, Rajshahi	6 <sup>th</sup>
07.	Md. Hafizur Rahman (17404)	Assistant Commissioner, DC Office, Gopalganj	12 <sup>th</sup>
08.	Md. Motiur Rahman Khan (17405)	Assistant Commissioner, DC Office, Faridpur	22 <sup>nd</sup>
09.	Parimol Kumar Sarkar (17412)	Assistant Commissioner, DC Office, Magura	7 <sup>th</sup>
10.	Tahmina Rahman (17417)	Assistant Commissioner, DC Office, Kishoreganj	24 <sup>th</sup>
11.	Urmi Bhowmick (17428)	Assistant Commissioner, DC Office, Shariatpur	3 <sup>rd</sup>
12.	Mr. Md. Anisuzzaman (17429)	Assistant Commissioner, DC Office, Luxmipur	27 <sup>th</sup>
13.	Bipul Kumar (17431)	Assistant Commissioner, DC Office, Rangamati	19 <sup>th</sup>
14.	Maksuda Akter Masu (17440)	Assistant Commissioner, DC Office, Joypurhat	14 <sup>th</sup>
15.	Nahian Ahmed (17441)	Assistant Commissioner, DC Office, Sirajganj	9 <sup>th</sup>
16.	Nazim Uddin (17442)	Assistant Commissioner, DC Office, Kurigram	26 <sup>th</sup>
17.	Ramananda Pal (17447)	Assistant Commissioner, DC Office, Meherpur	1 <sup>st</sup>
18.	Jobaida Akter (17450),	Assistant Commissioner, DC Office, Natore	8 <sup>th</sup>
19.	Mr. Siddhartha Bhowmik (17451)	Assistant Commissioner, DC Office, Joypurhat	4 <sup>th</sup>
20.	Roselen Shahid Chowdhury (17514)	Assistant Commissionr, DC Office, Dhaka	20 <sup>th</sup>
21.	Parvez Mollik (17558)	Assistant Commissioner, DC Office, Faridpur	15 <sup>th</sup>
22.	Tania Sultana (BP-8513159403)	ASP, Foresic Training Isntitute, C.I.D., Dhaka	25 <sup>th</sup>
23.	Mahmudul Hasan Ferdous (BP-8313159475)	Assistant Superientendent of Police Diplomatic Securities Division, DMP, Dhaka	36 <sup>th</sup>
24.	Mr. Mir Asaduzzaman (BP-8413159364)	Assistant Superientendent of Police 3 APBN, Shiromony, Khulna	30 <sup>th</sup>
25.	Ukhing May (BP-8613161014)	ASP, Rajarbag Policc Lines, DMP, Dhaka	28 <sup>th</sup>
26.	Mr. Md. Rakibul Hasan (BP-811513159450)	Assistant Superientendent of Police, Police Headquarters, Dhaka	13 <sup>th</sup>
27.	Mr. A.Z.M. Taimur Rahman (BP-8413159399),	ASP, RAB-1, Uttara, Dhaka	16 <sup>th</sup>
28.	Momena Akter (BP-8312147631)	ASP, River Police Office, Ahmed Nagar, Mirpur, Dhaka	10 <sup>th</sup>
29.	Nusrat Hassan	AC (Tax), Circle-143, Tax Area-7, 9 Topkhana Road, Dhaka	33 <sup>rd</sup>
30.	Fatema Aftab,	AC (Tax), Circle-227, Tax Area-11, 9 Topkhana Road	37 <sup>th</sup>
31.	Nusrat Harun	Assistant Director (Anustan), Agricultural Affairs, Bangladesh Betar, Dhaka	32 <sup>nd</sup>
32.	Ananta Sarker (2912)	Chemist, Plant Protection Wing, Khamarbari, Dhaka	23 <sup>rd</sup>
33.	Taufikun Nahar (2913)	AEO, Mohongonj, Netrokona	38 <sup>th</sup>

34.	Israt Jahan (2916)	Instructor, ATI, Sher-E-Bangla Nagar, Dhaka	39 <sup>th</sup>
35.	Shazida Khanam	Assistant Engineer (Civil), PWD Monitoring & Audit Circle, Purto Bhaban, Segunbagicha, Dhaka	14 <sup>th</sup>
36.	Mr. Md. Shahidul Islam Bhuiyan	Assistant Manager, Saidpur Railway Karkhana, Nilphamary	31 <sup>st</sup>
37.	Munawer Mursaleen,	Assistant Commissioner, Customs bond Commissionate, Chittagong	35 <sup>th</sup>
38.	Md. Mezbah Uddin	Family Planning Officer, Savar Upazila, Dhaka	40 <sup>th</sup>
39.	Annesha Das Hasi	Assistant Engineer, Quality Control Division, Road Research Laboratory, Mirpur, Dhaka	2 <sup>nd</sup>
40.	Roushan Naher Subarna	Lecturer, VTI, Mymensingh	29 <sup>th</sup>

**Participants of 1<sup>st</sup> Foundation Training Course for Assistant Directors of ACC**

(28 February to 27 April 2016)

SLNo.	Name	Designation and place of posting	Position obtained in the training
1	Md. Humayun Kabir	Assistant Director, Integrated District Office, Chattaganj-2.	6 <sup>th</sup>
2	Shekh Golam Moula	Assistant Director, Integrated District Office, Pubna.	7 <sup>th</sup>
3	Kamolesh Mondol	Assistant Director, Integrated District Office, Jessore.	9 <sup>th</sup>
4	Md. Zahid Kalam	Assistant Director, Integrated District Office, Rangamati.	1 <sup>st</sup>
5	Mamunur Rashid Choudhury	Assistant Director, Anti-Corruption Commission, Head Office, Dhaka	17 <sup>th</sup>
6	Md. Nazmul Hussain	Assistant Director, Integrated District Office, Khulna.	20 <sup>th</sup>
7	Md. Al-Amin	Assistant Director, Integrated District Office, Bogra.	10 <sup>th</sup>
8	Ram Prosad Mondal	Assistant Director, Integrated District Office, Tangail	12 <sup>th</sup>
9	Md. Mohin Uddin	Assistant Director, Anti-Corruption Commission, Head Office, Dhaka	3 <sup>rd</sup>
10	Rezaul Karim	Assistant Director, Anti-Corruption Commission, Head Office, Dhaka	5 <sup>th</sup>
11.	Md. Shahriar Jamil	Assistant Director, Integrated District Office, Chittaganj-1.	24 <sup>th</sup>
12	Md. Sefath Uddin	Assistant Director, Integrated District Office, Barisal	13 <sup>th</sup>
13	Md. Jahanggir Alam	Assistant Director, Integrated District Office, Rangpur.	8 <sup>th</sup>
14.	Md. Khairul Haque	Assistant Director, Anti-Corruption Commission, Head Office, Dhaka.	4 <sup>th</sup>
15	Md. Anwar Hossain	Assistant Director, Integrated District Office, Habvigonj	18 <sup>th</sup>
16	Syed Nazrul Islam	Assistant Director, Anti-Corruption Commission, Head Office, Dhaka.	2 <sup>nd</sup>
17	Mr. Md. Abu Sayeed	Assistant Director, Integrated District Office, Sylhet	26 <sup>th</sup>
18	Al Mamun	Assistant Director, Integrated District Office, Noakhali	16 <sup>th</sup>
19.	Md. Alamgir Hossain	Assistant Director, Integrated District Office, Rajshahi.	17 <sup>th</sup>
20	Md. Ahasanul Kabir Palash	Assistant Director, Integrated District Office, Comilla.	25 <sup>th</sup>
21	Mainul Hasan Rawshani	Assistant Director, Integrated District Office, Kushtia.	13 <sup>th</sup>
22	Md. Rashedul Islam	Assistant Director, Integrated District Office, Rajshahi.	14 <sup>th</sup>
23	Md. Atikul Alam	Assistant Director, Integrated District Office, Bogra.	13 <sup>th</sup>
24.	Md. Atikur Rahman	Assistant Director, Integrated District Office, Ranjpur.	17 <sup>th</sup>
25.	Roton Kumer Dash	Assistant Director, Integrated District Office, Mymensingh.	11 <sup>th</sup>
26.	Md. Raiful Islam	Assistant Director, Integrated District Office, Dinajpur.	16 <sup>th</sup>
27	Md. Arshad Mia	Assistant Director, Integrated District Office, Rangamati	19 <sup>th</sup>
28	Ahsanul Kamran Tanvir	Assistant Director, Integrated District Office, Faridpur.	21 <sup>st</sup>
29.	Mujammil Hossan	Assistant Director, Anti-Corruption Commission, Head Office, Dhaka.	22 <sup>nd</sup>
30.	Nargis Sultana	Assistant Director, Integrated District Office, Chittaganj-2	23 <sup>rd</sup>

**Participants of 4<sup>th</sup> Masters in Public Policy and Management Program**  
(01 July 2015 – 30 June 2016)

<b>Sl. No.</b>	<b>Name and ID</b>	<b>Designation and Place of Posting</b>	<b>Position obtained in the training</b>
1.	Amal Krishna Mandal (5997)	Deputy director (Administration), Department of Land Record & Survey	
2.	Tofazzal Hossain (6040)	Deputy Controller, Office of the Controller of Certifying Authorities	
3.	Mohammad Khaled Rahim (6265)	(Senior Assistant Secretary) PS to Hon'ble Chairman, Parliamentary Standing Committee on MoPA	
4.	Afsari Khanam (6408)	Deputy Secretary, Ministry of Public Administration	
5.	Mohammed Masud Alam Siddique (6865)	Deputy Secretary, Ministry of Public Administration	
6.	Syeda Farhana Kawnine (6894)	Deputy Secretary, Ministry of Public Administration	
7.	Mst. Anar Kali (15059)	Senior Assistant Secretary, Economic Relations Division	
8.	Mohammad Asaduzzaman (15185)	PS to State Minister, Ministry of Fisheries and livestock	
9.	Jinnat Rehana (6818)	Deputy Secretary, Ministry of Education	
10.	Dr. Md. Nurul Haque (15273)	Deputy Director, Anti Corruption Commission, Dhaka	
11.	Abul Khair Mohammad Hafizullah Khan (15286)	Deputy Director(Senior Assistant Secretary), Board of Investment, Prime Minister's Office	
12.	Uttom Kumar Mondal (15299)	Senior Assistant Secretary, Bangladesh National Parliament Secretariat	
13.	Badrunnahar (15350)	Senior Assistant Secretary, Ministry of Defense	
14.	Md. Shariful Islam (15383)	P.S. to Secretry (Senior Assistant Secretary), Local Government Division	
15.	Farida Yeasmin (15389)	Senior Assistant Secretary, Ministry of Public Administration	
16.	Shahanara Yasmin Lily (15452)	Senior Assistant Secretary, Ministry of Public Administration	
17.	Ms. Nadira Haider (15468)	Senior Assistant Secretary, Ministry of Public Administration	
18.	Md. Toufiq-E-Leahi Chowdhury (15475)	PS to Senior Secretary, Bangladesh National Parliament Secretariat	
19.	Md. Golam Mostafa (15481)	Deputy Director, Privatization Commission	
20.	Muhammad Abul Kasem (15483)	PS to chairman, Office of the Anti Corruption Commission	
21.	Alauddin Ali (15513)	Senior Assistant Secretary, Ministry of Public Administration	

22	Md. Alamgir Hossain (15549)	Senior Assistant Secretary, Ministry of Public Administration	
23	Abu Kaisar Khan (15688)	Senior Assistant Secretary, Ministry of Education	
24	Shazia Afreen (15720)	Senior Assistant Secretary, Ministry of Education	
25	Nur Alam (15803)	Senior Assistant Secretary, Ministry of Housing & Public Works	

**Annexure- I**

**Participants of 1<sup>st</sup> Course on Project Management**  
(17 January to 11 February 2016)

SL. No.	Name and ID	Designation and place of posting	Position obtained in the training
01.	Md.Jashim Uddin Badal (4845)	Deputy Secretary, Ministry of Industries, Dhaka.	1 <sup>st</sup>
02.	Md. Khalid Abu Naser (5341)	Joint Chief (Deputy Secretary), Bangladesh Tariff Commission, Dhaka.	2 <sup>nd</sup>
03.	Md. Daud Miah (6435)	Manager (Senior Assistant Secretary )Bangladesh Economic Zone Authority, Prime Minister's Office, Dhaka.	
04.	Monish Chakma (6581)	Executive Officer ( Deputy Secretary), CHTRC, Rangamati Hill District	
05.	Rahima Akhter (15356)	Ministry of Women and Children Affairs, Dhaka.	
06.	Mohammad Mizanur Rahman Sarker (15435)	Senior Assistant Secretary, Road Transport and Highways Division, Dhaka.	
07.	Labani Yasmin (16067)	Senior Assistant Secretary, Ministry of Public Administration, Dhaka.	
08.	Md. Abu Sayeed (16242)	Senior Assistant Commissioner, Munshiganj	
09.	Md. Anwar Hossain (16538)	AC (Land), Nabiganj, Habiganj.	
10.	Ashfiqun Nahar (16547)	Assistant Director (Deputation), Bangladesh Shisu Academy, Dhaka.	
11.	Ferdousi Akhter (16562)	Assistant Commissioner (Land),Ashuganj, B-Baria.	3 <sup>rd</sup>
12.	Ahammed Hossain Bhuiyan (16562)	AC (Land), Ramganj, Lakshmipur	
13.	Nazma Ashrafi (16623)	AC (Land), Gopalpur, Tangail.	
14.	A.W.M. Raihan Shah (16857)	AC (Land), Boda, Panchagar.	
15.	Arefin Akhter Noor ( 16767)	Assistant Commissioner , DC Office , Khagrachari Hill District	

*Annexure- J*

**Participants of 1<sup>st</sup> Course on Public Relation Management  
(01-12 November 2015)**

<b>Sl. No.</b>	<b>Name and ID</b>	<b>Designation and place of posting</b>	<b>Position obtained in the training</b>
01.	Dr. K.M. Kamruzzaman Selim (15010)	Additional Deputy Commissioner (Revenue), Faridpur.	
02.	Munshi Md. Moniruzzaman (15087)	Additional Deputy Commissioner (General), Office of the Deputy Commissioner, Pabna.	
03	Mollah Mizanur Rahman (15188)	Additional Deputy Commissioner, Education + ICT.	
04	Mohammad Mizanur Rahaman (15256)	Additional District Magistrate, Lakshmipur.	
05	Raihana Islam (15746)	Upazila Nirbahi Officer, Pabna Sadar, Pabna.	
06	Sharifa Haque (15974)	Upazila Nirbahi Officer, Sonagazi, Feni.	
07.	Mohammad Delwar Hussain (16040)	Upazila Nirbahi Officer, Ramgati, Lakshmipur.	
08.	Mohammad Abdul Salam (16078)	Senior Assistant Commissioner, Divisional Commissioner Office, Sylhet.	1 <sup>st</sup>
09.	Jhumur Bala (16239)	Upazila Nirbahi Officer, Wazirpur, Barishal.	
10.	Akther Unnisa Shiuly (16306)	Upazila Nirbahi Officer, Bijoy Nagar, Brahmanbaria.	
11.	Mohammad Sayed Momen Majumdar (16515)	Assistant Commissioner (Land), Upazila Land Office, Keshabpur, Jessore.	
12.	Md. Iliasur Rahman (16526)	Assistant Commissioner (Land), Barisal Sadar, Barisal.	
13.	Zahid Iqbal (16648)	Assistant Commissioner (Land), Teknaf, Cox's Bazar.	
14.	Md. Mamun Khandaker (16675)	Assistant Commissioner (Land), Sunamganj Sadar.	

15.	Md. Nadim Sarwar (16720)	Assistant Commissioner (Land), Santhia, Pabna.	
16.	Shahriar Jamil (16932)	Assistant Commissioner, Office of the Deputy Commissioner, Habiganj.	
17.	Md. Shafi Ullah (16984)	Assistant Commissioner, Office of the Deputy Commissioner, Sylhet.	
18.	B.M. Ruhul Amin Rimon (17258)	Assistant Commissioner, Office of the Deputy Commissioner, Barguna.	
19.	Sharif Ahmed (17261)	Assistant Commissioner, Office of the Deputy Commissioner, Gaibandha.	
20.	Dipayan Das Shuvo (17276)	Assistant Commissioner, Office of the Deputy Commissioner, Mymensingh.	
21.	Syed Zakir Hasan (17521)	Assistant Commissioner, Office of the Deputy Commissioner, Jessore.	

***Annexure- K***

**Participants of 2<sup>nd</sup> Course on Construction, Inspection and Monitoring  
(14-18 February 2016)**

<b>Sl.No</b>	<b>Name and ID</b>	<b>Designation and place of posting</b>	<b>Position obtained in the training</b>
1.	Md. Moniruzzaman (5989)	Manager(Deputy Secretary), Bangladesh Economic Zones Authority	
2.	Md. Ahsan Kabir(5957)	Deputy Secretary, Ministry Of Agriculture.	
3.	Syeed Mahabub Khan (6027)	Ps to Deputy Leader of Parliament, Bangladesh Parliament.	
4.	Md. Ismail Hossain(6030)	Chief Executive Officer, Zilla Parishad, Patuakhali.	
5.	Khaled Mamun Chowdhury(6079)	Estate and Law Officer(deputy Secretary), Roads and Highway Department	
6.	Mohammed Nasir Uddin (6558)	Deputy Secretary, Ministry of Health and Family welfare	
7.	Md. Abdul Mannan (6575)	Sr. Assistant Secretary, Ministry of Education	1 <sup>st</sup>
8.	Mohammad Fazla Azim(15179)	Additional Deputy commissioner, munshigonj.	
9.	A.F.M. Ehteshamul Hoque (15252)	Additional Deputy commissioner, Satkhira.	
10.	Md. Abu Aowal (15667)	Upazila Nirbahi Officer, Boda, panchagarh.	
11.	Mohammed Shamsuzzaman (16167)	Upazila Nirbahi Officer, Banshkhali,	

<b>Sl.No</b>	<b>Name and ID</b>	<b>Designation and place of posting</b>	<b>Position obtained in the training</b>
		Chittagaon.	
12.	Abdullah Al Mamun (16246)	Upazila Nirbahi Officer, Dharmpada, Sunamgonj.	
13.	Md. Nurul Huda (16501)	Assistant Commissioner (Land), Sreemangal, Sylhet.	3 <sup>rd</sup>
14.	Sanjida Jesmin (16636)	Assistant Commissioner (Land), Kalaroa, Satkhira.	
15.	Shariful Islam (16839)	Assistant Commissioner, Office of the Deputy Commissioner, Gazipur.	
16.	A.S.M Kashem (16958)	Assistant Commissioner, Office of the Deputy Commissioner, Lalmonirhat.	
17.	Pranab Kumar Ghosh (17058)	Assistant Commissioner, Office of the Deputy Commissioner, Barisal.	2 <sup>nd</sup>

**Participants of Course on Governance and Innovation**  
(01-15 December 2015)

Sl. No.	Name and ID	Designation and place of posting	Position obtained in the training
01.	Md. Mahmudul Hossain Khan (5892)	Procurement Officer (Deputy Secretary) HEQEP, Ministry of Education	
02.	Md. Amin Ul Ahsan (5965)	Deputy Secretary, Ministry of Public Administration	
03.	Abul Kashem Md. Mohiuddin (5974)	First Secretary (Deputy Secretary) National Board of Revenue.	
04.	Md. Zahidul Islam (5989)	Deputy Secretary, Ministry of Land	
05.	Dr. Md. Mushfiqur Rahman (5993)	Deputy Secretary, Ministry of Cultural Affairs.	
06.	Amal Krishna Mandal (5997)	Deputy Director, Department of Land Records & Surveys	
07.	Md. Khalilur Rahman (6045)	Deputy Secretary, Local Government Division.	
08.	Md. Zahir Raihan (6282).	Deputy Secretary, Finance Division	
09.	Md. Rashedul Islam (6297)	Deputy Secretary, Ministry of Land.	
10.	Zinat Ara (6299)	Deputy Secretary, Finance Division	
11.	Dr. Mallick Anwar Hossain (6303)	Director, Department of Environment, Khulna	
12.	Amena Begum (6315)	Deputy Secretary, Ministry of Agriculture	
13.	Mr. Parimal Singha (6348)	Chief Executive Officer, Zilla Parishad.	
14.	Mohammad Manzarul Mannan (6356)	Deputy Secretary, Finance Division.	
15.	Rekha Rani Balo (6375)	Deputy Secretary, Energy & Mineral Resource Division.	
16.	Rabbi Miah (6395)	Deputy Secretary, Economic Relations Division.	
17.	Md. Azimuddin Biswas (6397)	Director (Deputy Secretary), Prime Minister's Office	
18.	Mohammad Mukhlesur Rahman Sarker (6401)	Director (Deputy Secretary), Prime Minister's Office	
19.	Ahmed Faisal Imam (6403)	Deputy Secretary, Ministry of Food.	
20.	Ommey Salma Tanzania (6405).	Deputy Secretary, Ministry of Home Affairs	
21.	Saila Farzana (6414)	Deputy Secretary, Ministry of Housing & Public Works.	
22.	A.F.M. Alauddin Khan (6421)	DDLG, DC office Cox's Bazar.	
23.	Razwanur Rahman (6438)	Deputy Secretary, Ministry of Health & Family Welfare (Attachment)	
24.	Tapan Kumar Biswas (6442)	Deputy Secretary, Public Division, President's Office.	
25.	Shaheena Khatun (6454)	Zonal Executive Officer, Zone-01, Dhaka South City Corporation.	
26.	Shahnowas Dilruba Khan (6459)	Additional Director (Deputy Secretary) Department of Women Affairs	

27.	Md. Abdul Awal (6456)	Deputy Secretary, PS to Hon'ble Adviser (IA), Prime Minister's Office.	
28.	Md. Tofael Islam (6463)	Deputy Secretary, Economic Relations Division	

**Annexure- MI**

**Participants of 7<sup>th</sup> Course for the Executive Magistrates  
(06-17 September 2015)**

SL No	Name and ID	Designation and place of posting	Position obtained in the training
1	Md. Saroar Hossain (15069)	ADM, DC Office, Tangail	
2	Md. Rezaul Alam Sarker (15147)	ADC (General), DC Office, Lalmonirhat	
3	Md. Ariful Islam (16096)	Senior Assistant Commissioner, DC Office, Chapainawabgonj	
4	Most. Lutfun Nahar Nazim (16230)	Senior Assistant Commissioner, DC Office, Narsingdi	1 <sup>st</sup>
5	Fatema Zohara (16727)	Assistant Commissioner, DC Office, Munshigonj	
6	Shariful Islam (16839)	Assistant Commissioner & Executive Magistrate, DC Office, Gazipur	
7	Mst. Umme Kusum (16907)	Assistant Commissioner, DC Office, Habigonj	
8	Fuara Khatun (16920)	Assistant Commissioner, DC Office, Nilphamari	
9	Muhammad Monsur Uddin (16948)	Assistant Commissioner, DC Office, Sunamgonj	
10	Mustafizur Rahman (17122)	Assistant Commissioner, DC Office, Sylhet	
11	Khan Md. Hasanuzzaman (17157)	Assistant Commissioner, DC Office, Moulvibazar	
12	Mehruba Islam (17165)	Assistant Commissioner, DC Office, Faridpur	
13	Saika Shahadat (17282)	Assistant Commissioner, DC Office, Manikgonj	
14	Md. Abdullah Al-Mamun (17327)	Assistant Commissioner, DC Office, Brahmonbaria	
15	Upoma Farisa (17341)	Assistant Commissioner, DC Office, Cox's Bazar	
16	Sadiya Jarin (17352)	Assistant Commissioner, DC Office, Rajshahi	
17	Syeda Sadia Nuria (17370)	Assistant Commissioner, DC Office, Rajshahi	
18	Md. Forkan Elahi Anupam (17371)	Assistant Commissioner, DC Office, Jhalakathi	
19	Tahmilur Rahman (17382)	Assistant Commissioner, DC Office, Chittagong	
20	Md. Iqtekharul Islam (17387)	Assistant Commissioner, DC Office, Bandarban	
21	Md. Arshad Uddin (17398)	Assistant Commissioner, DC Office, Patuakhali	
22	Tahmina Akter (17407)	Assistant Commissioner, DC Office, Bhola	
23	Tahmina Tarin (17464)	Assistant Commissioner, DC Office, Barguna	
24	Mst. Pinki Saha (17465)	Assistant Commissioner, DC Office, Pabna	
25	Mst. Tanjila Karkar Tropha (17561)	Assistant Commissioner, DC Office, Madaripur	
26	Md. Al-Amin (17565)	Assistant Commissioner, DC Office, Mymensingh	

27	Zinia Zinnat (17574)	Assistant Commissioner, DC Office, Shariatpur	
28	Luthfur Nahar (17602)	Assistant Commissioner, DC Office, Narail.	

**Participants of 10<sup>th</sup> Course for the Executive Magistrates**  
(08-19 May 2016)

<b>Sl. No.</b>	<b>Name &amp; ID.</b>	<b>Designation &amp; place of posting</b>	<b>Position obtained in the training</b>
01.	Kongkan Chakma (15191)	ADC (Revenue), DC Office, Lakshmipur	
02.	Md. Jakir Hossan (15242)	ADM, DC Office, Barisal.	
03.	Mohammad Shamsul Hoque (15264)	ADM, DC Office, Brahmanbaria.	
04.	A.N.M. Nazim Uddin (15272)	ADC (Revenue), DC Office, Khagrachori.	1 <sup>st</sup>
05.	Abdul Latif Khan (15343)	ADC, DC Office, Kurigram.	
06.	Md. Abdul Motaleb Sarkar (15393)	ADC (Revenue), DC Office, Lalmonirhat.	
07.	A.J.M. Ershad Ahsan Habib (15432)	ADM, DC Office, Nilfamari.	
08.	Md. Nakib Hasan Tarafdar (16769)	Assisatant Commissioner (Land), Kalai, Joypurhat.	
09.	Momena Akhter (16968).	Assistant Commissioner, DC Office, Kishoreganj	
10.	Ambia Sultana (17117)	Assistant Commissioner, DC Office, Patuakhali.	
11.	Mohammad Mamun Shiblee (17160)	Assistant Commissioner, DC Office, Faridpur.	
12.	Md. Aktaruzzaman (17336)	Assistant Commissioner, DC Office, Rangamati.	
13.	Fatema-Tuj-Johra(17479)	Assistant Commissioner & Executive Magistate, DC Office Gaibandha.	

**Participants of 20<sup>th</sup> Orientation Course for Fit-listed U.N.O.**  
(26 July - 06 August 2015)

Sl. No.	Name and ID	Designation and place of posting	Position obtained in the training
1	John Kennedy Jambil (15847)	Senior Assistant Commissioner, Office of the Deputy Commissioner, Tangail.	
2	Dr. Mohammad Shaheed Hossain Chowdhury (15855)	Senior Assistant Commissioner, Office of the Divisional Commissioner, Dhaka.	
3	Dr. Mohiuddin Mohammad Hafiz (15965)	Senior Assistant Secretary, Ministry of Public Administration, Dhaka.	
4	Khandoker Md. Nahid Hasan, (16013)	Senior Assistant Commissioner, DC Office, Nilphamari.	
5	Jelal Hossain (16055)	Senior Assistant Commissioner, Office of the Divisional Commissioner, Gopalganj.	
6	Aparna Baidya (16060)	Assistant Commissioner ( Land ), Shibpur, Narsingdi.	
7	Khan Md. Nazmus Shoeb (16076)	Assistant Commissioner (Land), Monohardi, Narsingdi.	
8	Ziaur Rahman (16086)	Senior Assistant Commissioner, Office of the Divisional Commissioner, Rangpur.	
9	Md. Shajahan Ali, (16130)	Assistant Commissioner ( Land ) ,Upazilla Land Office. Tangail.	
10	Mohammad Shafiuzzaman Bhuiyan (16133),	Senior Assistant Secretary.BPATC, Savar, Dhaka.	
11	Md. Toufikur Rahman (16146)	Assistant Commissioner (Land), Morelgonj, Bagerhat.	
12	Mallika Dey (16161)	Senior Assistant Secretary, B.C.S. Administration Academy (Attachment)	
13	Md. Firoj Mahmud (16163 )	U.N.O., Chirirbander, Dinajpur	
14	Mohammed Abul Kalam (16170)	Assistant Commissioner, DC Office, Dhaka.	
15	Md. Sarwoer Alam (16179)	RAB Head Quarter	
16	Umme Habiba (16187)	Senior Assistant Commissioner, Office of the Deputy Commissioner, Dhaka.	
17	Md. Abdus Salam (16220)	U.N.O., Sharsha, Jessore.	
18	Mohammed Salah Uddin, (16228)	Deputy Director, B.C.S. Administration Academy.	
19	Md. Mokhlesur Rahman (16240)	Senior Assistant Commissioner, Office of the Deputy Commissioner, Rajshahi.	
20	Md. Shahadat Hossain Kabir (16277)	Assistant Commissioner (Land),Paba, Rajshahi.	
21	Md. Shajebur Rahman (16280)	Senior Assistant Commissioner, Office of the Deputy Commissioner, Gaibandha.	1 <sup>st</sup>
22	A.K.M. Tajkir-Uz-Zaman (16283)	Senior Assistant. Secretary (OSD), Ministry of Public Administration.	

23	S.M. Farid Udden (16285),	U.N.O. Rangabali, Patuakhali	
24	Musammat Shahina Akter (16286)	Senior Assistant Secretary, B.C.S. Administration Academy.	
25	Mohammad Rashed Iqbal Chowdhury (16288)	Senior Assistant Commissioner, Office of the Divisional Commissioner, Sylhet.	
26	Mohammad Mahmudul Hoque (16289)	Senior Assistant Commissioner,. Office of the Deputy Commissioner, Cox'sbazar.	
27	Md. Amirul Kyser (16293)	LAO, Chittagong	
28	A.T.M Azharul Islam (16299)	Senior Assistant Secretary , Ministry of Land.	
29	Muhmmad Obaidur Rahman (16301)	Senior Assistant Commissioner, Office of the Deputy Commissioner, kushtia.	
30	Md. Ehtesham Reza (16303),	Assistant Commissioner (Land), Dinajpur Sadar.	
31	Mst. Jilufa Sultana (16309)	Senior Assistant Commissioner, Office of the Divisional Commissioner, Rangpur.	
32	Mohammad Kamal Hossen. (16315)	Senior Assistant Commissioner, Office of the Deputy Commissioner, Sylhet.	
33	Mohammad Salim Reza. (16318)	Senior Assistant Commissioner (Land), Mirzapur, Tangail.	
34	Md. Farid Hossain, (16319)	Senior Assistant Commissioner, Office of the Deputy Commissioner, Khulna.	
35	Rumana Khorshed. (16320)	Assistant Director, (Senior Assistant Secretary), Support to Development of Kaliakour Hi-Tech Park Project, Dhaka.	
36	M.M. Mahamudur Rahman (16321)	Land Acquisition Officer, Office of the Deputy Commissioner, Cox'sBazar.	
37	B. M. Masiur Rahman (16323)	Assistant Director (Senior Assistant Secretary), BIAM Foundation, Dhaka.	
38	Md. Salahuddin (16325)	Upazila Nirbahi Officer, Gowairghat, Sylhet	
39	Md. Mamunur Rashid (16327)	Executive Magistrate, Dhaka South City Corporation.	
40	M. J. Arif Begg (16332)	Programmer (Senior Assistant Secretary), B.C.S. Administration Academy.	

**Participants of 21st Orientation Course for Fitlisted U.N.O.**  
(04-15October 2015)

<b>Sl. No.</b>	<b>Name and ID</b>	<b>Designation and place of posting</b>	<b>Position obtained in the training</b>
01.	Md. Mutasimul Islam (16074)	Senior Assistant Secretary, Information Commission	
02.	A.K.M. Rezaur Rahman (16102)	Senior Assistant Commissioner Divisional Commissioner Office, Chittagong	
03.	MohammadYusuf Ali (16106)	Assistant Director (PS to Rector), BPATC, Savar, Dhaka	
04.	Mohammad Rashedul Islam (16171)	Senior Assistant Commissioner DC Office, Mymensingh	
05.	Mohammad. Rashed Hossain Choudhury (16182)	Assistant Controller (Senior Assitant Secretary), Office of the CCA, ICT Division	
06.	Mohammad Abul Hasem (16199)	Authorised Officer & Executive Magistrate Chittagong Port Authority	
07.	Md. Zillur Rahman (16229)	Assistant Private Secretary to Hon'ble Minister, Ministry of Agriculture, Dhaka	
08.	Most. Lutfun Nahar Nazim (16230)	Senior AC, DC Office, Narsingdi	
09.	Md. Badiuzzaman (16233)	Executive Magistrate, WZPDC Ltd., Khulna	
10.	Mohammad Masudur Rahman Mollah (16237)	UNO, Phulchari, Gaibandha.	
11.	Margina Akter (16238)	Senior AC, DC Office, Mymensingh	
12.	Abdullah Al Mamun (16246)	Chief Revenue Officer, Chittagong WASA	
13.	Selina Kazi (16259)	UNO, Ramu, Cox's Bazar	
14.	Mohammed Mobassherul Islam (16263)	Executive Magistrate, BRTA	
15.	Md. Arif-Uz-Zaman (16264)	LAO, DC Office, Patuakhali	
16.	Md. Abu Hasan Siddique (16265)	Upazilla Nirbahi Officer, Senbag, Noakhali	
17.	Suraiya Jahan (16266)	Charge Officer, Department of Land Records & Surveys	
18.	Mr. Jatan Marma (16270)	Private Secretary of State Minister, Ministry of Chittagong Hill Tracts Affairs	
19.	Mohammad Mahabub Alam (16282)	Senior AC, Brahmanbaria	
20.	Mohammad Shariful Islam (16296)	UNO, Baniachong, Habiganj	
21.	Akther Unnisa Shiuly (16306)	Senior AC, DC Office, Comilla	
22.	Nahid-Ul-Mostaque (16307)	Senior AC, Office of the Divisional	

		Commissioner. Khulna	
23.	Jinat Jahan (16312)	Joined as an UNO at Dhaka Division for next Placement	
24.	Mst. Mohsina Akter Banu (16330)	Senior AC, Divisional Commissioner Office, Khulna	
25.	Md. Lutfur Rahman (16335)	Senior AC, DC Office, Chittagong	1 <sup>st</sup>
26.	Khin Won Nu (16337)	Executive Magistrate, Chittagong Development Authority	

**Annexure- N3**

**Participants of 22<sup>nd</sup> Orientation Course for Fit-listed U.N.O.**  
(22 November to 03 December 2015)

SL. No.	Name and ID	Designation and place of posting	Position obtained in the training
1	Kazi Nurul Islam (15871)	Senior Assistant Secretary, Cabinet Division, Dhaka	
2	Mohammad Heas Mia (15907)	Senior Assistant Secretary, Finance Division, M/o Finance	
3	Mohammed Nour Hossain (15929)	Senior Assistant Commissioner, DC Office, Gazipur	
4	Kamal Mohammed Rashed (15941)	Senior Assistant Commissioner, DC Office, Chandpur	
5	Jalal Uddin (15976),	Senior Assistant Secretary, Nayapara Refugee Camp, Teknaf	
6	Shahed Mustafa (16011)	Senior Assistant Commissioner, Divisional Commissioner's Office, Barisal	
7	Mohammad Abdul Salam (16078)	Senior Assistant Commissioner, Divisional Commissioner's Office, Sylhet	1 <sup>st</sup>
8	Jannatul Ferdous (16151)	Senior Assistant Commissioner, DC Office, Rangamati Hill District.	
9	Mohammad Zakir Hussain (16154)	Senior Assistant Commissioner, DC Office, Gazipur	
10	Monira Haque (16188),	Senior Assistant Commissioner, DC Office, Feni.	
11	Sharmin Sultana (16189)	Senior Assistant Commissioner, DC Office, Dhaka	
12	Md. Momin Uddin (16192)	Senior Assistant Commissioner, DC Office, Dhaka	
13	S.M. Mehedi Hasan (16194),	Asst. Director ,FIAM Foundation, Dhaka	
14	Mst. Shukria Parvin (16210)	Senior Assistant Commissioner, Divisional Commissioner's Office, Rajshahi	
15	Liza Khwaja (16223)	Senior Assistant Commissioner, DC Office, Dhaka	
16	Mohammad Samsozzaman (16248)	Senior Assistant Commissioner, DC Office, Chittagong	

17	Mehedi Hasan (16269)	Senior Assistant Commissioner, DC Office, Habiganj	
18	Md. Moniruzzaman (16275)	Assistant Commissioner (Land), Kahaloo, Bogra	
19	Suraiya Khan (16290),	Senior Assistant Secretary, Ministry of Cultural Affairs, Dhaka	
20	Kisinger Chakma (16291)	Senior Assistant Secretary, M/o Public Administration, Dhaka	
21	Md. Tofayel Hossain (16294)	Senior Assistant Secretary, Ministry of Public Administration, Dhaka	
22	Kizer Mohammad Farabi (16305)	Executive Magistrate, Department of Environment, Dhaka	
23	Md. Ziaur Rahman (16310)	Assistant Commissioner (Land), Naria, Shariatpur	
24	Abul Fate Mohammad Shafiqul Islam (16336)	Executive Magistrate, (Sr. Asst. Secretary), BRTA, Dhaka	
25	Debendra Nath Uraon (16338)	Senior Assistant Secretary, Attach to DC Office, Dhaka	

**Annexure- O**

**Participants of 17th Course on Development Administration and Management**  
(09 August - 03 September 2015)

Sl. No.	Name and ID	Designation and place of posting	Position obtained in the training
01.	Md. Musharraf Hossain (7517)	Deputy Secretary, Ministry of Cultural Affairs	
02.	Sardar Md. Soyeb (7529)	Deputy Secretary (OSD), Ministry of Public Administration, Dhaka	
03.	Md. Rabiul Islam (7591)	Deputy Secretary, Ministry of Information	
04.	Md. Monowar Hossain (7654)	Deputy Secretary, Ministry of Shipping	
05.	Mr. Subinay Bhattacharya (7693)	Deputy Secretary, Ministry of CHT Affairs	
06.	Md. Mahboob Alam (7694)	Director (Deputy Secretary) Bangladesh Food Safety Authority	
07.	Shahnaz Begum Neena (7696)	Project Director, IQHDP-2 <sup>nd</sup> Phase, Department of Agricultural Marketing	
08.	Md. Jahedul Hasan (7697)	Deputy Director (Admn), NTMC, C/o. DGFI, Dhaka Cantonment	
09.	Rasheda Zaman (7698)	Deputy Secretary, Ministry of Defence	
10.	Mrs. Waheda Sultana (7699)	Deputy Director, Bangladesh Climate Change Trust (BCCT)	
11.	Chowdhury Md. Hamid-Al- Mahbub (7700)	Director, Board of Investment Bangladesh, Prime Minister's Office	
12.	Md. Khalilur Rahman Khan (7701)	Deputy Secretary, Planning Division	
13.	Ishan Ali Raja Bangali (7702)	Deputy Secretary, Local Government Division	
14.	Shish Haider Chowdhury (7703)	Deputy Secretary (OSD), MOPA	1 <sup>st</sup>
15.	Mrityunjoy Saha (7707)	Deputy Secretary, Ministry of Social Welfare	
16.	Md. Asaduzzaman (7711)	Deputy Director (Deputy Secretary), Department of Jute	
17.	Md. A. Khaleque Mullick (7714)	Deputy Secretary, Bangladesh Milk Producers' Co-operative Union Limited	

18.	Md. Abul Khair (7719)	Deputy Secretary, Ministry of Industries	
19.	Syed Mizanur Rahman (7730)	Deputy Director (Deputy Secretary), Department of Disaster Management	
20.	Md. Abdur Rahim (7739)	Secretary, Nazrul Institute	
21.	A F M Aminul Islam (7741)	Director, Ministry of Foreign Affairs	
22.	Swapan Kumar Modak (7744)	Deputy Secretary, Ministry of Food	
23.	S.M. Amirul Islam (7746)	Director (Deputy Secretary), Bangladesh Food Safety Authority	
24.	Shireen Ruby (7748)	Deputy Secretary, Ministry of Textiles and Jute	
25.	Md. Mizanur Rahman (7751)	Private Secretary to Chairmen (Deputy Secretary), Bangladesh Parliament Secretariat	
26.	Dr. Md. Ashrafuzzaman (7752)	Deputy Secretary (OSD), MOPA	
27.	S. M. Ahsanul Aziz (7753)	Deputy Secretary, Ministry of Health & Family Welfare	
28.	AKM Maksudul Arefin (7758)	Deputy Director (Deputy Secretary), Jatyo Protibandhi Uanayan Foundation	
29.	Mohammad. Shaheen (7767)	Deputy Secretary, Ministry of Expatriates' Welfare and Overseas Employment	
30.	Md. Nasir Uddin Torafder (7773)	Transport Engineer (Deputy Secretary), Dhaka Transport Coordination Authority	
31.	Muhammad Abdul Hannan (7774)	Deputy Secretary, Posts and Telecommunications Division	
32.	Abdullah Al Mahmud Faruk (7775)	Controller of Certifying Authorities (Deputy Secretary), ICT Division	

**Annexure- P1**

**Participants of 16<sup>th</sup> Course on Public Procurement Management**  
(18-29 October 2015)

<b>Sl. No</b>	<b>Name and ID</b>	<b>Designation and place of posting</b>	<b>Position obtained in the training</b>
01.	Shahed Iqbal Md. Mahbub-ur-Rahman (4600)	Deputy Secretary, Law & Justice Division	
02.	Shubhashish Saha (4862)	Deputy Secretary, Ministry of Law	
03.	Md. Eusuf Ali (5450)	Deputy Secretary, Secretary, BTMC	1 <sup>st</sup>
04.	Md. Ashraf Hossain (5705)	Director (DS), National Housing Authority.	
05.	Delwora Begum (6324)	Deputy Secretary, Ministry of Fisheries & Livestock.	
06.	Akhtaruzzaman (6351)	Deputy Secretary, Ministry of EW&OE.	
07.	Md. Eidtazul Islam (6642)	Additional Deputy Commissioner, Rajbari.	
08.	Md. Shohidul Islam Bhuiyan (6684)	Additional Director, GOVT. Accommodation.	
09.	Ms. Tahmina Yeasmin (6813)	Deputy Secretary, Power Division.	
10.	S.M. Abdul Kader (6916)	Deputy Secretary, Ministry of Land.	
11.	Md. Monjurul Hafiz (15275)	Senior Assistant Secretary, Department of ICT.	
12.	Syed Irtiza Ahsan (15386)	Upazilla Nirbahi Officer, Shibganj, Chapainawabganj	
13.	Mohammad Kaikobad Khandaker (15416)	Senior Assistant Secretary, Cabinet Division.	
14.	Dr. Kazi Kamrun Nahar (15461)	Senior Assistant Secretary, Ministry of Public Administration.	
15.	Mohammad Nazrul Islam Nazrul	Assistant Secretary, Ministry of Information.	

	(15505)		
16.	Mohammad Moniruzzaman Bhuiyan (15647)	Upazilla Nirbahi Officer, Tanor, Rajshahij.	
17.	Hosna Afroza ( 15690)	Senior Assistant Secretary, Ministry of Youth & Sports.	
18.	Hemonto Henry Kubi (15837)	Upazila Nirbahi Officer, Singra, Natore.	
19.	Mir Taifa Siddika (16030)	Senior Assistant Secretary, Ministry of Railways.	
20.	Umme Habiba (16187)	Senior Assistant Commissioner, DC Office, Dhaka.	
21.	Mst. Shukria Parvin (16210)	Assistant Commissioner, Office of the Div. Commissioner, Rajshahi.	
22.	Md. Abusayed (16242)	Senior Assistant Commissioner DC Office, Munshigonj.	
23.	Md. Moniruzzaman (16275)	Assistant Commissioner (Land), Kahaloo, Bogra.	
24.	Farzana Zaman (16466)	Assistant Commissioner (Land), Gozaria, Munshigonj.	
25.	S.H.M. Magfurul Hasan Abbasi (16909)	Assistant Commissioner, DC Office, Gaibandha.	
26.	Sejuty Dhar (16945)	Assistant Commissioner, DC Office, Habiganj.	
27.	Md. Faruq-Al-Masud (17570)	Assistant Commissioner, DC office, Bagerhat.	
28.	Luthfun Nahar (17602)	Assistant Commissioner, DC Office, Narail.	
29.	Md. Mahbubul Haque (17607)	Assistant Commissioner, DC Office, Thakurgaon.	
30.	Md. Abu Zubair Hossain Bablu (5890)	Deputy Secretary, Ministry of Agriculture.	

**Participants of 19<sup>th</sup> Course on Public Procurement Management**  
(28 February to 10 March 2016)

Sl. No.	Name and ID	Designation and place of posting	Position obtained in the training
01	Mohammed Zafrul Islam Azizi (5578)	Deputy Secretary Ministry of Commerce.	
02	Mohammad Showkat Rashid Chowdhury (6338)	Senior Assistant Secretary, Ministry of Railways.	
03	Dr. Dewan Md. Shahriar Firoz (6870)	Deputy Director, Local Government, Rajshahi	
04	Md. Mahmudul Alam (15028)	Additional Deputy Commissioner (General), Panchagar.	2 <sup>nd</sup>
05	Hayat-Ud-Dowllah Khan (15125)	Additional Deputy Commissioner (Revenue), Bogra.	
06	M. Muzibur Rahman (15345)	Additional Deputy Commissioner (Revenue), DC Office, Nilphamari.	3 <sup>rd</sup>
07	Md. Abdul Motaleb Sarkar (15393)	Additional Deputy Commissioner (Revenue), Lalmonirhat.	
08	Rokeya Khatun (15708)	Senior Assistant Secretary Ministry of Women and Childern Affairs.	
09	Imrul Kayes (16350)	Assistant Commissioner (Land) Matiranga, Khagrachari Hill District.	
10	Fazle Elahi Oli (16353)	Assistant Commissioner (Land) Sadar, Munshiganj.	
11	Shahina Parven (16464)	Assistant Commissioner (Land) Sirajdikhan, Munshiganj.	
12	Most. Nadira Akhtar (16527)	Assistant Commissioner (Land) Mirzapur, Tangail.	
13	Md. Asaduzzaman (16576)	Assistant Commissioner (Land) Sadar, Lalmonirhat.	1 <sup>st</sup>
14	Mintu Chowdhury (16651)	Assistant Commissioner (Land) Rajnagar, Moulvibazar.	
15	Ahammad Ali (16794)	Assistant Commissioner (Land) Gobindaganj, Gaibandha.	
16	Mst. Fuara Khatun (16920)	Assistant Commissioner DC Office, Nilphamari.	

**Participants of 20<sup>th</sup> Course on Public Procurement Management**  
(24 April to 05 May 2016)

Sl. No	Name and ID	Designation and place of posting	Position obtained in the training
01	Md. Delwar Hossain (5716)	Deputy Secretary, Ministry of Liberation War Affairs	
02	Md. Jahirul Islam (6648),	Deputy Secretary, Ministry of Education	
03	Md. Rezaul Islam (6792),	General Manager (Deputy Secretary), Bangladesh Parjatan Corporation	
04	Roksana Tarannum (6822)	Senior Assistant Secretary, Ministry of Environment & Forests	2 <sup>nd</sup>
05	Wahida Musarrat Anita (6832)	Senior Assistant Secretary, MoST	
06	Mohammad Mahbulul Haque (15061)	Senior Assistant Secretary, Ministry of Railways	
07	Md. Sajjad Hossain Bhuiyan (15105),	Senior Assistant Secretary, Ministry of Environment & Forests.	
08	A.F.M. Ehteshamul Hoque (15252)	Additional Deputy Commissioner(General)Satkhira	
09	Mohammad Mashooqur Rahman Sikder (15269)	ADC (General), Office of the Deputy Commissioner, Moulvibazar	
10	Md. Abdur Rahman (15290)	Additional District Magistrate, Khagrachari	
11	Kamruzzaman Miah (15427)	ADC (Revenue), Thakurgaon	
12	Samaha Ferdousi (15743)	Senior Assistant Secretary, Ministry of Civil Aviation and Tourism	
13	Tania Islam (16022)	Senior Assistant Secretary, Ministry of Public Administration	
14	Md. Humayun Kabir (16401)	Assistant Commissioner (Land), Patuakhali Sadar, Patuakhali	
15	Dipak Kumar Roy (16530)	Assistant Commissioner (Land) Upazilla Land Office, kalapara	
16	Ashfiqun Nahar (16547)	Assistant Director, Bangladesh Shishu Academy	1 <sup>st</sup>
17	Md. Shihab Rayhan (16607)	Assistant Commissioner (Land) Bheramara, Kushtia	3 <sup>rd</sup>
18	Tarik Hasan (16634)	Assistant Commissioner (Land), Tongi Revenue Circle, Gazipur	
19	Md. Sheikh Shahidul Islam (16647)	Assistant Commissioner (Land), Moulvibazar Sadar	
20	Tasmin Farhana (16659)	Assistant Commissioner (Land) Bagerhat Sadar	
21	Monira Parvin (16666)	Assistant Commissioner (Land), Satkhira Sadar	
22	Md. Mohiuddin Jahangir (16688)	Assistant Commissioner, Office of the Divisional Commissioner, Rangpur	
23	Md. Nazmul Hussein Khan (16773)	Assistant Commissioner (Land), Bauphal, Patulkhali	
24	Muhammad Mizanur Rahman (16873)	Assistant Commissioner (Land), Kurigram, Rajbpur,	
25	Shahriar Jamil (16932)	Assistant Commissioner DC. Office Habiganj	
26	Momena Akhter(16968)	Assistant Commissioner, DC. Office, Kishoreganj	
27	Ashif Anam Siddique (16996)	Assistant Commissioner, DC. Office Munshiganj.	
28	Shiuly Rahman Tinni (17018)	Assistant Commissioner, DC. Office, Gazipur	
29	Sadia Islam Luna (17462)	Assistant Commissioner, DC. Office,	
30	A.N.M. Tariqul Islam (15478)	Senior Assistant Secretary, Press Officer, Department	

		of land Records surveys.	
31	Afia Akhter (15934)	Assistant Commissioner (Land), Kawkhali, Rangamati	

***Annexure- Q***

**Participants of 7<sup>th</sup> Intermediate Course on Public Administration and Public Finance**  
(24 February to 06 March 2016)

Sl.No	Name and ID	Designation and place of posting	Position obtained in the training
01	Khandaker Mohammad Ali (15071)	Senior Assistant Secretary, Ministry of Public Administration	
02	Md. Johar Ali (15085)	Senior Assistant Secretary Ministry of Public Administration	
03	Mohammad Kaikobad Khandaker (15416)	Senior Assistant Secretary, Cabinet Division	
04	Mosammat Johra Khatun (15428)	Senior Assistant Secretary, Bangladesh Road Transport Authority	
05	Mr. Md. Sarwar Hossain (15433),	Assistant Registrar (Senior Assistant Secretary), DPDT, M/O. Industries	
06	Mohammad Nazrul Islam Nazrul (15505)	Assistant Secretary, Ministry of Information	
07	Md. Ohidul Islam (15546)	Senior Assistant Secretary, M/O Expatriate's Welfare & Overseas Employment	
08	Mohammed Jahedur Rahman (15574)	Senior Assistant Secretary, Cabinet Division	
09	Khondokar Zakir Hossain (15613)	Executive Magistrate, Rajdhani Unnyon Kortripakkho (Rajuk)	
10	Md. Jashim Uddin (15645)	Senior Assistant Secretary, National Housing Authority	
11	Md. Abul Hasan (15668)	Senior Assistant Secretary, M/O. Religious Affairs	
12	Mst. Mahfuza Begum (15698)	Senior Assistant Secretary, Cabinet Division	
13	A.T.M. Shariful Alam (16005)	Senior Assistant Secretary, M/O Public Administration	
14	Shah Mujahid Uddin (16026),	Senior Assistant Secretary, M/O Public Administration	
15	Khan Md. Nazmus Shoeb (16076)	Senior Assistant Secretary, Executive Magistrate, Dhaka South City Corporation	
16	Tanvir Mohammad Azim (16120)	Senior Assistant Commissioner, Office of the Deputy Commissioner, Dhaka.	
17	Dr. Nur Mohammed Sharif As Shams	Medical Officer, B.C.S. Administration Academy	
18	Mohammad Golam Kabir (15625)	Senior Assistant Secretary, Ministry of Youth & Sports	
19	Mallika Dey (16161)	Senior Assistant Secretary B.C.S. Administration Academy	



Participants of 2<sup>nd</sup> National Integrity Strategy Training Program

(24 January - 17 February 2016)

Batch: 01 (7days)

Sl No.	Name and ID	Designation and Place of Posting	Position obtained in the training
1	Md. Hamidur Rahman Khan	Deputy Secretary, Ministry of Religious Affairs	
2	Most. Selina Sultana	Asstt. Secretary, Ministry of Land	
3	Muhammad Nazmul Hoque	Director, Ministry of Foreign Affairs	
4	Md. Zahir Raihan	Deputy Secretary, Finance Division	
5	Md. Delwar Hossain	Deputy Secretary, Ministry of Liberation War Affairs	
6	Fahmida Akhtar	Deputy Secretary, Ministry of Shipping	
7	Rahana Akther	Senior Asstt. Secretary, Power Division	
8	Md. Ahsan Kabir	Deputy Secretary, Ministry of Agriculture	
9	Nasrin Jahan	Deputy Secretary, Ministry of Textiles & Jute	
10	Mostaque Ahmed	Deputy Secretary, Bangladesh Parliament Secretariat	
11	Wing Commander Ferdous Mannan	General Staff Officer-1, Armed Forces Division	
12	Ranjit Kumer Das	Joint Secretary, Ministry of Youth and Sports	
13	Shakila Zerine Ahmed	Deputy Secretary, Ministry of Labour & Employment	
14	Jamal Abdul Naser	Deputy Secretary, M/O Civil Aviation and Tourism	
15	Abu Hena Mostofa Zaman	Deputy Director, BCS Administration Academy	
16	Begum Jakia Pervin	Deputy Director, BCS Administration Academy	
17	Nargis Sultana	Joint Director, Bangladesh Bank	
18	Nurun Nahar	Senior Asstt. Secretary, Information Commission	
19	Tahmina Begum	Senior Asstt. Secretary, Ministry of Public Administration	
20	Md. Saidur Rahman	Deputy Secretary, Cabinet Division	
21	Khandker Sadia Arafin	Senior Asstt. Secretary, Cabinet Division	
22	Khandakar Manowar Morshed	Senior Asstt. Secretary, Cabinet Division	
23	Md. Moynul Hasan Chowdhury	Instructor, National Academy for Planning and Development	
24	Nazma Chowdhury	Chief Instructor, National Academy for Planning and Development	
25	Md. Abul Basher	BPATC, Deputy Director	
26	Md. Shahidul Alam	Deputy Secretary, Ministry of Com.	

**Participants of 2<sup>nd</sup> National Integrity Strategy Training Program**  
(07-10 February 2016)  
**Batch: 02 (4 days)**

<b>Sl No.</b>	<b>Name and ID</b>	<b>Designation and Place of Posting</b>	<b>Position obtained in the training</b>
1	Al Mamun (4911)	Joint Secretary, Implementation Monitoring and Evaluation Division	
2	Sarwar Mahmud (4157)	Deputy Secretary, Economic Relations Division	
3	Md. Ibrahim Khalil (1743)	Joint Secretary, Ministry of Information	
4	Md. Kamrul Hasan (15111)	Senior Assistant Secretary, Cabinet Division	
5	Kazi Wasiuddin (4145)	Joint Secretary, M/O Fisheries and Livestock	
6	Safiqul Islam (4630)	Additional Secretary, Road Transport and Highways Division	
7	Mohammad Morshed Imtiaz	Deputy Secretary, Law and Justice Division	
8	Sayeda Nayem Jahan (5626)	Joint Secretary, Ministry of Social Welfare	
9	Dr Md Atiqur Rahman (4032)	Joint Secretary, Ministry of Disaster Management and Relief	
10	AKM Nesar Uddin Bhuiyan (7195)	Additional Secretary, M/O Women and Children Affairs	
11	Md. Zafar Iqbal (5254)	Director(Joint Secretary), B.C.S. Administration Academy	
12	Md. Zahid Hossain (6276)	Deputy Secretary, Ministry of Science and Technology	
13	Syeda Nowara Jahan (6505)	Deputy Secretary , Energy and Mineral Resources Division	
14	Md. Afzal Hossain (7478)	Joint Secretary, Rural Development and Cooperatives Division	
15	Prodip Kumar Saha (7641)	Deputy Secretary, Statistics and Informatics Division	
16	Md. Aminul Islam Khan (4047)	Joint Secretary, Ministry of Education	
17	Dr. Md. Abdul Mannan (5687)	Deputy Secretary, Cabinet Division	
18	Md. Abdulla Harun (6693)	Deputy Secretary, Cabinet Division	
19	Munna Rani Biswas (0586)	Assistant Chief, Cabinet Division	
20	Md. Motahar Hossain (6004)	Deputy Secretary, M/O Water Resources	

**Annexure- R3****Participants of 2<sup>nd</sup> National Integrity Strategy Training Program**

(14-17 February 2016)

**Batch: 03 (4 days)**

<b>Sl No.</b>	<b>Name and ID</b>	<b>Designation and place of posting</b>	<b>Position obtained in the training</b>
1	AKM Tipu Sultan (5999)	Deputy Secretary, Ministry of Expatriates Welfare and Overseas Employment	
2	Rowshan Ara Zaman	Director, Public Service Commission	
3	Md. Masood Karim (5821)	Deputy Secretary, Ministry of Railways	
4	Md. Abdul Kayowm Sarker (5545)	Joint Secretary, Ministry of Public Administration	
5	Md. Sherajul Islam (7525)	Joint Secretary, Ministry of Food	
6	A.B.M. Arshad Hossain (4814)	Joint Secretary, Local Government Division	
7	Parimal Sarker (6777)	Deputy Secretary, Ministry of Cultural Affairs	
8	Forhad Ahmmmed Khan	Deputy Secretary, Election Commission Secretariat	
9	Md. Shafiqul Ahmed (4136)	Joint Secretary, Ministry of Defence	
10	ABM Nasirul Alam (5331)	Joint Secretary, M/O Chittagong Hill Tracts Affairs	
11	Niaz Rahman (7647)	Deputy Secretary, Bank and Financial Institutions Division	
12	Mohammad Obaidul Islam (15292)	Senior Assistant Secretary, Public Division, President's Office	
13	Md. Khairul Amin (5360)	Deputy Secretary, ICT Division	
14	Tanveer Akhter Hossain Khan (001-001-295)	Director (MIS), Comptroller & Auditor General Office	
15	Muhammed Nurul Absar (7430)	Joint Secretary, Internal Resources Division	
16	Abu Saleh Mohammed Ferdous Khan (6515)	Deputy Secretary, Cabinet Division	
17	Reyasat Al Wasif (15040)	Senior Assistant Secretary, Cabinet Division	
18	Mr. Pradip Ranjan Chakraborty (5287)	Joint Secretary, Ministry of Home Affairs	
19	Md. Osman Gony (15081)	Senior Assistant Secretary, Cabinet Division	
20	Mohammed Jahedur Rahman (15574)	Senior Assistant Secretary, Cabinet Division	
21	S M Shaheen Parvez (6864)	Deputy Secretary, NGO Affairs Bureau	
22	Shyamal Kumar Singha (7600)	Deputy Secretary, Planning Division	
23	Md. Sukur Ali (5686)	Deputy Secretary, M/O Environment and Forest	
24	Mohammad Kaikobad Khandaker (15416)	Senior Assistant Secretary, Cabinet Division	
25	Mohammad Abdul Wadud Chowdhury (15047)	Senior Assistant Secretary, Cabinet Division	
26	Mst. Kamrunnaher (4970)	Joint Secretary, Ministry of Industries	
27	Syed Mizanur Rahman (4023)	Director (Joint Secretary), BPATC	
28	Gazi Md. Rezaul Karim (5589)	Director (Joint Secretary), BIAM Foundation, Dhaka	

29	Md. Abdul Wahab Rashed (16235)	Assistant Director (Senior Assistant Secretary), BIAM Foundation, Dhaka	
30	Mahfuza Begum (15698)	Senior Assistant Secretary, Cabinet Division	

## Works under Program Proposal for Non-revenue Budget

### Civil works

SL.	Name of the work	Estimated cost
1	Renovation work of the auditorium in old building.	1,73,45,545.00
2	Construction of green room and VIP toilet.	16,37,620.00
3	Floor granite, wall paneling and renovation of thereception room in new building.	38,50,850.00
4	Renovation of the dining room in new building.	24,89,330.00
5	Closure of gate, boundary wall and guide wall of the garden renovation etc.	12,03,711.00
6	Construction of basketball court and guide wall.	21,60,793.00
7	Providing granite stone at the west side twin lift wall.	24,89,685.00
8	Providing granite stone at the East side single lift wall, Venetian blind in the Rector's romm and language lab.	14,04,416.00
9	Sanitary work on the ground floor and first floor of the new building.	11,24,132.00
10	Sanitary work on the second floor and third floor of the new building.	10,39,810.00
11	Sanitary work in the fourth floor and fifth floor of the new building.	11,17,267.00
12	Renovation work in the conference room, class rooms on the second and third floor and dormitory on the fourth and fifth floor.	15,54,247.00
13	Sanitary work on the sixth, seventh and eighth floor of the new building.	14,27,587.00
14	Supply and installation of water purifying system.	21,79,371.00
15	Renovation of RCC road from the main gate with metal net.	7,19,898.00
16	Special repairing work of the tennis court,	18,22,767.00
17	Repair and renovation work in the ground floor of the old building.	4,63,125.00
18	Repair and renovation work in the first floor of the old building.	4,14,147.00
19	Repair and renovation work in the second floor of the old building.	3,95,919.00
20	Repair and renovation work in the third floor of the old building.	3,71,406.00
21	Repair and renovation work in the fourth floor of the old building.	11,70,401.00
22	Repair, renovation and alteration of old dining room.	18,86,955.00
23	Special rpair to 5 storied old building outside.	18,90,301.00
24	Renovation of the Language lab on the second floor of the old building.	2,81,234.00
25	Bituminus carpeting of internal roads.	11,43,597.00
26	Repair and renovation work of walkway and C.I. sheet garage.	11,50,893.00
27	Repair and carpeting of road at Nilkhet Officers and Staff quarter.	14,05,240.00
28	Vertical extension and repair to boundary wall of Nilkhet Officers and Staff quarter.	18,48,002.00
	<b>Total=</b>	<b>5,59,88,249.00</b>

## Electric works

SL.	Name of the work	Estimated cost
1	Supply and installation of stage lighting system in the auditorium.	35,02,739.00
2	Supply of sound system,etc.	27,75,543.00
3	Electric upgradation with wiring, fittings-fixture and switch socket in academic building, auditorium and old dining hall.	37,17,396.00
4	Installation of PA ,sound and multi-media system in the class rooms on second and third floor.	35,99,090.00
5	Supply and installation of LAN and Wi-Fi and other related works.	49,75,286.00
6	Installation of AC, power line and control in the auditorium and computer lab in the old building.	44,56,945.34
7	Empowerment of 500 KVA power sub-station and other related works.	26,20,056.00
8	Installation of control board and cable connection in the reception room.	37,02,252.00
9	Supply and installation of AC DB, Cable and control in the first, second and third floor of the new building.	32,07,219.17
10	Supply and installation of AC in second and third floor and other works.	48,74,800.00
11	Supply and installation of electric fittings-fixtures in the MDS's office, corridor and lobby and other works	2,81,357.00
12	Installation of fire extinguisher in new and old building and the auditorium.	6,71,508.00
13	Upgradation of the lighting system in the tennis court, new and old building.	7,52,015.00
14	Replacement of spare parts and servicing of 200 KVA Diesel generator.	5,06,785.00
15	Supply and installation of security bulb and light fittings in Nilkhet Residential Area and the main gate.	4,52,714.00
16	Supply and installation of electric fan and wiring in the dormitory of the old building and in the Nilkhet Residential quarters.	10,38,000.00
17	Supply and installation of fire extinguisher in Nilkhet Residential quarters.	3,27,546.00
18	Supply and installation of table lamps, fittings and energy saving lamps in the dormitory.	4,05,392.00
19	Installation of light fittings in dormitory, auditorium in the third floor of the old building, prayer room and games room.	5,12,919.00
20	Supply and installation of sign board and digital display board.	16,25,673.00
	<b>Total=</b>	<b>44005235.51</b>



**Construction of the proposed 20 storied new academic cum dormitory (proposed) building**

<b>S.L.</b>	<b>FACILITIES</b>	<b>LOCATION</b>
1.	Parking/ Driver's shade/ Guard shed	Multi-storied Basement
2.	Reception/ Waiting room / Souvenir shop	Ground floor
3.	Conference hall/ Service/ Utilities	1 <sup>st</sup> floor
4.	Office space	2 <sup>nd</sup> floor
5.	Office space	3 <sup>rd</sup> floor
6.	Class room	4 <sup>th</sup> floor
7.	Class room	5 <sup>th</sup> floor
8.	Gallery class room	6 <sup>th</sup> floor
9.	Dormitory for the trainees	7 <sup>th</sup> floor
10.	Dormitory for the trainees	8 <sup>th</sup> floor
11.	Dormitory for the trainees	9 <sup>th</sup> floor
12.	Dormitory for the trainees	10 <sup>th</sup> floor
13.	Dormitory for the trainees	11 <sup>th</sup> floor
14.	Dormitory for the trainees	12 <sup>th</sup> floor
15.	Dormitory for the trainees	13 <sup>th</sup> floor
16.	Dormitory for the trainees	14 <sup>th</sup> floor
17.	Dormitory for the trainees	15 <sup>th</sup> floor
18.	Dormitory for the trainees	16 <sup>th</sup> floor
19.	Kids zone	17 <sup>th</sup> floor
20.	VIP/Delegate suit	18 <sup>th</sup> floor
21.	VIP/Delegate suit	19 <sup>th</sup> floor
22.	Party room	Roof top

**Extension (Six –storied)**

1.	Auditorium	Ground floor and 1 <sup>st</sup> floor
2.	Library/ Archieve/ Smart class room	2 <sup>nd</sup> floor

3.	Indoor games room	3 <sup>rd</sup> and 4 <sup>th</sup> floor
4.	Executive dining room	5 <sup>th</sup> floor

## Training Calendar for FY 2016-2017

Sl. No.	Name of the course	Level of the participants	Duration		Room No.	No. of participants	Type of course
			From	To			
01.	98 <sup>th</sup> Law and Administration Course	Asstt. Commissioner or Equivalent	17.07.2016 Sunday	15.12.2016 Thursday	306	40	Residential
02.	99 <sup>th</sup> Law and Administration Course	Asstt. Commissioner or Equivalent	17.07.2016 Sunday	15.12.2016 Thursday	316	40	Residential
03.	23 <sup>rd</sup> Orientation Course for Fit-listed U.N.O.s	Fit-listed U.N.O.s	17.07.2016 Sunday	28.07.2016 Thursday	416	40	Residential/Non-Residential
04.	18 <sup>th</sup> Development Administration and Management Course	Deputy Secretary (Other than Administration Cadre)	07.08.2016 Sunday	01.09.2016 Thursday	416	40	Residential/Non-Residential
05.	3 <sup>rd</sup> Constructing, Monitoring and Evaluating Course	Additional Deputy Commissioner/Upazila Nirbahi Officer/Senior Asstt. Commissioner/Asstt. Commissioner (Land)/AC	18.09.2016 Sunday	06.10.2016 Thursday	502	40	Residential/Non-Residential
06.	11 <sup>th</sup> Course for Executive Magistrate	Additional District Magistrate/ Additional Deputy Commissioner and Working Executive Magistrates	25.09.2016 Sunday	06.10.2016 Thursday	416	40	Residential/Non-Residential
07.	24 <sup>th</sup> Orientation Course for Fit-listed U.N.O.s	Fit-listed U.N.O.s	16.10.2016 Sunday	27.10.2016 Thursday	416	40	Residential/Non-Residential
08.	3 <sup>rd</sup> Public Relation Management Course	Additional Deputy Commissioner/Upazila Nirbahi Officer/ Senior Asstt. Commissioner/Asstt. Commissioner (Land)/Asstt. Commissioner	23.10.2016 Sunday	17.11.2016 Thursday	502	40	Residential/Non-Residential
09.	21 <sup>st</sup> Public Procurement Management Course	Deputy Secretary/Senior Asstt. Secretary / Senior Asstt. Commissioner /Asstt. Secretary to / Asstt. Commissioner	30.10.2016 Sunday	10.11.2016 Thursday	416	40	Residential/Non-Residential
10.	3 <sup>rd</sup> Project Management Course	Deputy Secretary/Senior Asstt. Secretary / Senior Asstt. Commissioner /Asstt. Secretary to / Asstt. Commissioner	20.11.2016 Sunday	29.12.2016 Thursday	502	40	Residential/Non-Residential
11.	25 <sup>th</sup> Orientation Course for Fit-listed U.N.O.s	Fit-listed U.N.O.s	13.11.2016 Sunday	24.11.2016 Thursday	416	40	Residential/Non-Residential
12.	12 <sup>th</sup> Course for	Additional District	27.11.2016	08.12.2016	416	40	Residential/Non-Residential

Sl. No.	Name of the course	Level of the participants	Duration		Room No.	No. of participants	Type of course
			From	To			
	Executive Magistrate	Magistrate/ Additional Deputy Commissioner and Working Executive Magistrates	Sunday	Thursday			n-Residential
13.	22 <sup>nd</sup> Public Procurement Management Course	Deputy Secretary/Senior Asstt. Secretary / Senior Asstt. Commissioner /Asstt. Secretary to / Asstt. Commissioner	11.12.2016 Sunday	22.12.2016 Thursday	416	40	Residential/Non-Residential
14.	100 <sup>th</sup> Law and Administration Course	Asstt. Commissioner or Equivalent	01.01.2017 Sunday	01.06.2017 Thursday	306	40	Residential
15.	101 <sup>st</sup> Law and Administration Course	Asstt. Commissioner or Equivalent	01.01.2017 Sunday	01.06.2017 Thursday	306	40	Residential
16.	13 <sup>th</sup> Course for Executive Magistrate	Additional District Magistrate/ Additional Deputy Commissioner and Working Executive Magistrates	26.12.2016 Monday	05.01.2017 Thursday	416	40	Residential/Non-Residential
17.	4 <sup>th</sup> Public Relation Management Course	Deputy Secretary/Senior Asstt. Secretary/Asstt. Secretary	08.01.2017 Sunday	02/02/2017 Thursday	502	40	Residential/Non-Residential
18.	23 <sup>rd</sup> Public Procurement Management Course	Deputy Secretary/Senior Asstt. Secretary / Senior Asstt. Commissioner /Asstt. Secretary to / Asstt. Commissioner	08/01/2017 Sunday	19/01/2017 Thursday	416	40	Residential/Non-Residential
19.	Course on Negotiation	Deputy Secretary/Senior Asstt. Secretary / Senior Asstt. Commissioner /Asstt. Secretary to / Asstt. Commissioner	22.01.2017 Sunday	16.02.2017 Thursday	416	40	Residential/Non-Residential
20.	4 <sup>th</sup> Constructing, Monitoring and Evaluating Course	Deputy Secretary/Senior Asstt. Secretary/Asstt. Secretary	12.02.2017 Sunday	02.03.2017 Thursday	502	40	Residential/Non-Residential
21.	24 <sup>th</sup> Public Procurement Management Course	Deputy Secretary/Senior Asstt. Secretary / Senior Asstt. Commissioner /Asstt. Secretary to / Asstt. Commissioner	26.02.2017 Sunday	09.03.2017 Thursday	416	40	Residential/Non-Residential
22.	4 <sup>th</sup> Project Management Course	Deputy Secretary/Senior Asstt. Secretary/ Asstt. Secretary	05.03.2017 Sunday	13.04.2017 Thursday	502	40	Residential/Non-Residential

Sl. No.	Name of the course	Level of the participants	Duration		Room No.	No. of participants	Type of course
			From	To			
23.	Course on Budget Management and disposal of Audit	Deputy Secretary/Senior Asstt. Secretary / Senior Asstt. Commissioner /Asstt. Secretary to / Asstt. Commissioner	19.03.2017 Sunday	13.04.2017 Thursday	416	40	Residential/Non-Residential
24.	25 <sup>th</sup> Public Procurement Management Course	Deputy Secretary/Senior Asstt. Secretary / Senior Asstt. Commissioner /Asstt. Secretary to / Asstt. Commissioner	16.04.2017 Sunday	27.04.2017 Thursday	416	40	Residential/Non-Residential
25.	14 <sup>th</sup> Course for Executive	Additional District Magistrate/ Additional Deputy Commissioner and Working Executive Magistrates	01/05/2017 Monday	11.05.2017 Thursday	416	40	Residential/Non-Residential
26.	Orientation Course for the Spouse of Deputy Commissioners and Additional Deputy Commissioners	Spouse of Deputy Commissioners and Additional Deputy Commissioners	14.05.2017 Sunday	18.05.2017 Thursday	416	40	Residential/Non-Residential
27.	Course on Etiquettes and Manners	Deputy Secretary/Senior Asstt. Secretary / Senior Asstt. Commissioner /Asstt. Secretary to / Asstt. Commissioner	22.05.2017 Sunday	25.05.2017 Thursday	416	40	Residential/Non-Residential
28.	Course on Innovation in public service	Deputy Secretary/Senior Asstt. Secretary / Senior Asstt. Commissioner /Asstt. Secretary to / Asstt. Commissioner	29.05.2017 Monday	22.06.2017 Thursday	416	40	Residential/Non-Residential
29.	5 <sup>th</sup> Masters in Public Policy and Management (M.P.P.M.)	Officers of Admin. Cadre with at least 10 years of experience	01.07.2016 Wednesday	29.06.2017 Thursday	416	40	Residential/Non-Residential (Evening)

### Foundation Training Course

01.	A 62 <sup>nd</sup> Foundation Training Course	Officers of B.C.S. Cadre	10.07.2016 Sunday	05.01.2017 Thursday	406	40	Residential
02.	A 63 <sup>rd</sup> Foundation Training Course	Officers of B.C.S. Cadre	18.09.2016 Sunday	16.03.2017 Thursday	406	40	Residential



## 10. The Year 2015-16 in the Pictures



**Picture 18:** *Mr. Muhammad Abdullah, Rector to the Academy is conducting session with the participants of 98<sup>th</sup> and 99<sup>th</sup> Course on Law and Administration and A62<sup>nd</sup> Foundation Training Course*



**Picture 19:** *Mr. Muhammad Abdullah, Rector to the Academy is discussing with the Participants of A62<sup>nd</sup> Foundation Training Course*



Picture 20: Mr. Muhammad Abdullah, Rector to the Academy is opening the new computer lab with the participants of A62<sup>nd</sup> Foundation Training Course

## I. Distinguished Guests at the Academy

### Overseas



*Picture 21: Mr. Mikio Hataeda, Chief Representative, JICA Bangladesh Office is addressing the inaugural ceremony of 2<sup>nd</sup> National Integrity Strategy Training Program*



*Picture 22: Mr. Dennis S. Tachiki, TQM Technical Adviser is in the class room with the participants of 96<sup>th</sup> and 97<sup>th</sup> Course on Law and Administration*

## Local



**Picture 23:** *Professor Dr. Gowher Rizvi, International Relation Affairs Adviser to the Prime Minister, is in consultation with the participants of 96<sup>th</sup> and 97<sup>th</sup> Course on Law and Administration*



**Picture-24:** *Dr. Mohiuddin Khan Alamgir MP is in consultation with the Participants of 96<sup>th</sup> and 97<sup>th</sup> Course on Law and Administration*



**Picture 25:** *Mr. Mohammad Shafiul Alam, Cabinet Secretary, Government of Bangladesh is discussing with the participants of 96<sup>th</sup> and 97<sup>th</sup> Course on Law and Administration*



**Picture 26:** *Mr. Fazle Kabir, Governor, Bangladesh Bank is addressing the participants of 2<sup>nd</sup> National Integrity Strategy Training Course*



**Picture 27:** *Mr. Md. Nojibur Rahman, Chairman, National Board of Revenue (NBR) is in discussion with the participants of 96<sup>th</sup> and 97<sup>th</sup> Course on Law and Administration*



**Picture 28:** *Mr. Md. Sohorab Hossain, Secretary, Ministry of Education is addressing the participants of 96<sup>th</sup>, 97<sup>th</sup> Course on Law and Administration and 61<sup>st</sup> Foundation Training Course*



*Picture 29: Dr. Muhammad Sadik, Chairman, BPSC, is addressing the participants of 98th, 99th Course on Law and Administration*



**Picture 30:** *Hon'ble Rector, guests and the faculties are enjoying the fruit festival organized by the participants of 96<sup>th</sup> and 97<sup>th</sup> Course on Law and Administration along with the participants of 61<sup>st</sup> Foundation Training Course*



**Picture 31:** *Hon'ble Rector is addressing the audience in the closing dinner of the 4<sup>th</sup> Masters in Public Policy and Management Program*



## Inaugural and closing ceremonies



**Picture 32:** Mr. Mohammad Shafiul Alam, Cabinet Secretary, Government of Bangladesh is addressing the audience in the Inaugural ceremony of 98<sup>th</sup> and 99<sup>th</sup> Course on Law and Administration, A62<sup>nd</sup> Foundation Training Course & 5<sup>th</sup> Masters in Public Policy and Management course.



**Picture 33:** Closing and certificate awarding ceremony of 94<sup>th</sup> and 95<sup>th</sup> Law and Administration Course



**Picture 34:** *Dr. Kamal Abdul Naser Chowdhury, Senior Secretary, Ministry of Public Administration is addressing the audience in the Inaugural ceremony of A61<sup>st</sup> Foundation Training Course*



**Picture 35:** *Inaugural ceremony of 1<sup>st</sup> ACC Foundation Training Course*



**Picture 36:** *Mr. Birupaksh Pal, Chief Economist, Bangladesh Bank is in a class*

## Group Photo of the Long Courses



**Picture 37:** *Participants of 96<sup>th</sup> Law and Administration Course with the Members of the Faculty*



**Picture 38:** *Participants of 97<sup>th</sup> Law and Administration Course with the Members of the Faculty*



**Picture 39:** *Participants of A60<sup>th</sup> Foundation Training Course with the Members of the Faculty*



**Picture 40:** *Participants of A61<sup>st</sup> Foundation Training Course with the Members of the Faculty*



**Picture 41:** *Participants of 1<sup>st</sup> ACC Foundation Training Course with the Members of the Faculty*



**Picture 42:** *Participants of 94<sup>th</sup> Law and Administration Training Course with the Members of the Faculty*





**Picture 43:** *Participants of 95<sup>th</sup> Law and Administration Training Course with the Members of the Faculty*

## Extra-curricular Activities



**Picture 44:** *Mr. Mesbah Ul Alam, Secretary, Ministry of Land is being received with floral bouquet by a participant on the Guest Night of A60<sup>th</sup> Foundation Training Course*



**Picture 45:** *One unique performance depicting the rural life by the participants in a Mess Night*



**Picture 46:** *Participants taking part in the afternoon games session*



**Picture 47:** *Members of the faculty and the participants taking part in a rally observing World Environment Day-2016*

## Others



**Picture 48:** Professor Dr. Gowher Rizvi, International Relation Affairs Adviser to the Prime Minister, is inaugurating the CCTV system installed in B.C.S.A.A.



**Picture 49:** Hon'ble Rector is inaugurating the Digital Attendance System installed in B.C.S.A.A.



**Picture 50:** Hon'ble Rector is addressing the faculties and staffs on Digital Attendance System and CCTV installed in B.C.S.A.A.



**Picture 51:** Hon'ble Rector is addressing the audience at e-Learning Platform launching ceremony



**Picture 52:** Newly decorated garden of the Academy





**Picture 53:** Newly renovated sports zone and back view of the Academy

Picture 54: Gradulous garden of the Academy