



People's Republic of Bangladesh
Department of Agricultural Extension
Khamarbari, Farmgate, Dhaka-1215
www.dae.gov.bd



Record Number: 12.01.0000.000.255.03.0001.25.46

Date: 15/09/2026

Subject: Three-day-long Intensive Training on 'Rules and Procedures for Import and Export'.

Reference: BFTI's letter no-BFTI/ Training (Import-Export)/63.01/2026/327; Dated: August 12, 2026

In reference with the above-mentioned subject that a Three-day-long Intensive Training on 'Rules and Procedures for Import and Export' to be started on 20-22 September 2026 at BFTI, TCB Bhaban (5th floor), Karwan Bazar, Dhaka-1215. The Department of Agricultural Extension (DAE) is nominating one officer listed below on the basis of course fee.

Officer Name & Designation	Office Address	Mobile & E-mail
MOHAMMAD SWOKAT OSMAN MOJUMDER (2543) Additional Deputy Director (Import)	Plant Quarantine Wing, DAE, Khamarbari, Dhaka	01719623329 swokat851@gmail.com

After completion of training, subject to receipt bill will be paid according to government rules from training code.
N.B- A photocopy of the certificate received after completion of the training must be submitted to the Training Wing.

15-09-2026

Md. Abdur Rahim

Director General

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Dr. Saif Uddin Ahammad (Joint Secretary), Chief Executive Officer (Additional Charge)
Bangladesh Foreign Trade Institute.

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Copy for Kind Information and Necessary Action(Not in the order of seniority):

1. Director, Plant Quarantine Wing, Department of Agricultural Extension (DAE).
2. Deputy Director, ICT Management, Department of Agricultural Extension (DAE).
3. Deputy Director, Farmer Training, Department of Agricultural Extension (DAE).
4. Assistant Director (Finance), Admin and Finance Wing, Department of Agricultural Extension (DAE).
5. Additional Deputy Director, Import Section, Department of Agricultural Extension (DAE).
6. Additional Deputy Director, Office of the Director General, Department of Agricultural Extension (DAE).
7. Assistant Programmer, ICT Management, Department of Agricultural Extension (DAE).



A handwritten signature in black ink, appearing to read 'Lubna'.

15-09-2026
Lubna Rahman
Director (In charge)