

Government of the People's Republic of Bangladesh
Directorate General of Nursing & Midwifery
Mohakhali, Dhaka.
www.dgnm.gov.bd

Memo: 45.03.0000.008.14.170.25 (Part-3)- 392

Date: 21/05/2025

Subject: Teacher's Development Training

Reference: PRN/GAC/Cowater.Int/643/2025 Date- 28 August, 2025.

With reference to the above-mentioned subject matter and sources, it is being informed that **Teacher's Development Training** for Nursing Instructor is organized with the cooperation of GAC, Cowater International, ProNurse Project, Dhaka Bangladesh and the Directorate General of Nursing and Midwifery (DGNM), Dhaka. The **Teacher's Development Training** will be held from **06th June to 02th July, 2026 (9.00am-4.00 pm)** at the Directorate General of Nursing and Midwifery (Room-605). The following officials are requested to attend the training on time. The concerned authority is requested to cooperate in this matter.

List of the Participants (Not according to seniority):

SL	Name	UID	Designation	Working Place
1.	Mahedi Hassan	11409201316910	Senior Staff Nurse (SSN)	Dhaka Medical College Hospital
2.	Mosa. Rabaya Sultana	2020053861	SSN	Dhaka Medical College Hospital (Attached- DGNM)
3.	Mukti Rani	10812201621717	SSN	National Institute of Burn and Plastic Surgery
4.	Mst. Nargis Begum	19509201313190	SSN	Mugda Medical College Hospital, Dhaka
5.	Mosa. Bulbul Khatun	10509201314949	SSN	Shaheed Suhrawardy Medical College Hospital
6.	Amena Khatun	13010201837850	SSN	National Institute of Mental Health and Hospital
7.	Md. Sabuj Ali	10812201622155	SSN	National Institute of Neurosciences and Hospital
8.	Tomalika chakrabarty	13010201835686	SSN	250 Bedded TB Hospital, Shyamoli, Dhaka-1207
9.	Sumi Parvin	2020051911	SSN	Attach: Sorkari Kormochari Hospital
10.	Parvin Akter	10812201620235	SSN	National Institute of Ophthalmology and Hospital, Dhaka-1207
11.	Sreekanto Kumar	10509201314632	SSN	National Institute of Cancer Research and Hospital, Mohakhali, Dhaka-1212
12.	Rita Sadhak	10509201315190	SSN	National Institute of Cardiovascular Diseases (NICVD)
13.	Runu Veronica Costa	10509201315507	SSN	Kurmitola General Hospital
14.	Manik Kumar Das	10812201619368	SSN	National Institute of Traumatology and Orthopaedic Rehabilitation (NITOR), Sher-E-Bangla Nagar, Dhaka-1207.

SL	Name	UID	Designation	Working Place
15.	Mst. Khadija	10509201313773	SSN	National Institute of Kidney Diseases & Urology (NIKDU)
16.	Tazmira Sultana	11009201316419	SSN	250 Bedded General Hospital Kushtia
17.	Suman Malitha	10509201313876	SSN	250 Bedded General Hospital. Kushtia
18.	Md Shariful Islam	10509201315846	SSN	Rangpur Medical College Hospital
19.	Mukta Banu	12310201832976	SSN	250 Bedded General Hospital, Pabna
20.	Mst. Baby Khatun	2020054991	SSN	Rajshahi Medical College Hospital
21.	Khadiza Akter	12310201844397	SSN	Upazila Health Complex, Dumki, Patuakhali.
22.	Mst. Jesmin Akter	20200516381	SSN	Shahid Ziaur Rahman Medical College & Hospital, Bogura
23.	Sultana Akther	12310201833832	SSN	Chest Disease Hospital, Sylhet
24.	Mt.Marjan Akter	13010201835475	SSN	Upazila Health Comlex, Indurkani, Pirojpur
25.	Most. Delrosion	10812201618424	SSN	Uhc Birampur Dinajpur
26.	Jesmin Akhter	10812201622216	SSN	Attach: Civil Surgeon Office, Bagerhat
27.	Mst. Asma Khatun	10509201315699	SSN	250 Bed General Hospital Natore.
28.	Most.Ferdousi Akter	13010201835092	SSN	Haragach 31 Bed Hospital, Rangpur
29.	Nasima Aktar	13010201836511	SSN	Upazilla Health Complex, Bhedarganj, Shariatpur
30.	Md. Sabbir Hassan	-	Nursing Instructor	TMSS Nursing College, Bogura

2. Most. Tajkera Khatun, Assistant Director, Directorate General of Nursing and Midwifery will serve as the coordinator for the training activities. Mst. Jahanara Khatun, Instructor, Nurse Teacher Training Center and Bithka Rani Mojumder, Lecturer, College of Nursing, Mohakhali will serve as resource persons for the training activities.

3. Locally nominated one Office Assistant and two Office Attendants will remain on duty throughout the duration of the training.

4. Duties and responsibilities of trainees, course coordinators, and resource persons regarding the training are as follows:

- 4.1 Each trainee must arrive in the training room in the designated uniform at least 15 minutes before the class begins.
- 4.2 Trainers/ resource persons must arrive in the training room at least 10 minutes before the class begins.
- 4.3 All trainees must keep their mobile phones switched off during the training sessions.
- 4.4 Trainers are required to assign group or individual assignments for each topic and evaluate them.
- 4.5 A Pre-Test will be conducted at the start of the training and a Post-Test at the end, which will be evaluated.
- 4.6 Trainers must deliver training using attractive PowerPoint (PPT) presentations for each topic.
- 4.7 Where applicable, trainers will arrange teaching practice for trainees at the Nursing institution, under the guidance of experienced trainers in the respective department/ topic.
- 4.8 On the last day of the training, trainees will evaluate the course content, duration, schedule,

trainer preparation, proficiency, and venue quality, seal it in an envelope, and submit it to the course coordinators, who will forward it to the Directorate.

4.9 If a trainee listed for training cannot participate for any reason, the respective institutional authority may nominate a replacement.

4.10 If no suitable trainee is available from the mentioned institution, the course coordinator may select a trainee locally in consultation with the nearby institution authorities.

4.11 A trainee cannot attend the same training more than once. If any applicant withholds information and it is subsequently proved; administrative action will be taken against them.


4.12 Everyone must bring their own laptop in the training program.

5. All expenses related to the training will be borne by the ProNurse Project, Cowater International, funded by Global Affairs Canada (GAC), as per Government Rules.

6. The list of participants and evaluation reports must be submitted to the Directorate by the course coordinator within 7 days after course completion.

7. Each course may include up to twenty (20) guest lecturers.

8. This order has been issued with the kind approval of the Director General, Directorate General of Nursing and Midwifery.


24/05/26

Bodrul Alam

(Deputy Secretary)

Director (Admin)

Phone: 41080816

Email- info@dgnm.gov.bd

Memo: 45.03.0000.008.14.170.25 (Part-3)- 392/1(3)

Date: 21/05/2026

Copy for necessary action (Not according to seniority):

1. Secretary, Health Services Division, Ministry of Health and Family Welfare MoH&FW, Dhaka.
2. Secretary, Medical Education & Family Welfare Division, MoH&FW, Dhaka.
3. Director (Admin/ Education & Discipline/ Finance & Budget), DGNM, Mohakhali, Dhaka.
4. Director.....
5. Principal/NIs InCharge.....
6. Assistant Director, PMIS, DGNM, Mohakhali, Dhaka
7. PO to Director General, DGNM, Mohakhali, Dhaka
8. Team Leader, ProNurse Project, Cowater International, Bangladesh
9. Office Copy