

April 17, 2024

Dr. Gazi Md. Saifuzzaman
Director General (Grade- 1)
Department of Youth Development-DYD
Ministry of Youth and Sports
Jubo Bhaban, 108, Motijheel, Dhaka-1000, Bangladesh

Subject: Invitation to join the workshop on NYC capacity building work plan development

Dear Sir,

Greetings from Plan International Bangladesh!

I am pleased to recall the great moment of our MoU signing on March 31, 2024, between DYD and PIB to Enhance Bangladeshi youth's comprehensive development through building their knowledge and skills; providing them with mentorship and resources, and support in becoming active citizens to achieve the vision of smart Bangladesh. Under the terms of the MoU, PIB is tasked with organizing a workshop within one month of its signing to develop a detailed work plan for the initiative.

Building upon this commitment, we propose to convene the workshop on April 27, 2024, from 10:00 am to 4:00 pm at Chuti Resort, Purbachal, subject to your gracious approval as a collaborative part of this initiative.

May I, therefore, invite you to this workshop, and also seek your consent to be the chief guest. Furthermore, we kindly request your assistance in disseminating the necessary instructions to the following participants, enabling them to participate effectively in the planning workshop:

1.	DYD advisory committee members	06
2.	DYD technical committee members	04
3.	DYD Planning Department	04
4.	Ministry of Youth and Sports	02
5.	National Youth Council members	06

Rest assured, we will promptly share the detailed schedule and agenda for the workshop.

We eagerly anticipate your kind cooperation, which will undoubtedly strengthen our collaboration and further our shared objectives.

Thank you for your attention and consideration

Sincerely



Kabita Bose (Ms) - Country Director
Plan International Bangladesh
House 14, Road 35, Gulshan – 2
Dhaka – 1212, Bangladesh
Mobile: +88-01708416097
Email: kabita.bose@plan-international.org