Government of the People's Republic of Bangladesh
Ministry of Finance
Economic Relations Division
Administration Section-1
Sher-e-Bangla Nagar, Dhaka
www.erd.gov.bd

Memo no. 09.00.0000.000.072.25.0133.26.404 Date: 09 November 2026

Government Order

The undersigned is directed to convey the approval of the competent authority for the following officers of the Economic Relations Division to participate in the conference titled "Navigating the LDC Transition: A Peer Exchange Conference for Colombo Plan LDC Members", to be held in Colombo, Sri Lanka on 1 December 2026, and to lead the main presentation and discussion in Session 2, Track B "The reform window, 2026-2029: priority reforms, technical assistance needs and private-sector preparation", under the following terms and conditions:

Sl.	Delegation's Name and Designation
1	Mr. Sharif Md. Forhad Hossain (Passport: E00227109), Joint Secretary, Economic Relations Division
2	Mr. Tanvir Bashar (Passport: E00107455), Deputy Secretary, Economic Relations Division

02. Terms and Conditions:

a. The period of their participation, including transit and travel time, will be treated as on duty;
b. All expenses in connection with their participation in the conference, including visa fee, airfare, hotel accommodation, daily allowance and terminal expenses, will be fully borne by the Colombo Plan Secretariat and the Economic and Social Commission for Asia and the Pacific (ESCAP). The Government of Bangladesh will have no financial involvement in this regard;
c. The participating officers may leave Dhaka for Colombo on 30 November 2026 and return to Dhaka from Colombo on 2 December 2026 or the nearest possible date after completion of the Conference;
d. They will draw their pay and allowances in local currency. No part of it shall be drawn in foreign currency;
e. They will not be allowed to stay abroad beyond the approved period.

APL 12.11.2026

03. This order is issued with the approval of the competent authority.

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Sifat-E-Jahan
Deputy Secretary
Phone: +88 02 48112051
E-mail: admin1@erd.gov.bd

Memo no. 09.00.0000.000.072.25.0133.26.404 Date: 09 November 2026

Copy forwarded for kind information and necessary action (Not according to seniority):

1. Senior Secretary, Ministry of Home Affairs, Bangladesh Secretariat, Dhaka.
2. Senior Secretary, Ministry of Public Administration, Bangladesh Secretariat, Dhaka.
3. Secretary, Finance Division, Bangladesh Secretariat, Dhaka.
4. Secretary, Economic Relations Division, Sher-e-Bangla Nagar, Dhaka.
5. Foreign Secretary, Ministry of Foreign Affairs, Segunbagicha, Dhaka {Attention: D.G(Consular) With a request to issue Note Verbale}.
6. H.E. the Ambassador, Embassy of the Democratic Socialist Republic of Sri Lanka in Dhaka, Bangladesh.
7. H.E. the Ambassador, Embassy of the People's Republic of Bangladesh in Colombo, Sri Lanka.
8. Wing Chief (All Wings), Economic Relations Division, Dhaka.
9. Director General, Department of Immigration & Passports, Agargaon, Dhaka.
10. Mr. Sharif Md. Forhad Hossain (Passport: E00227109), Joint Secretary, Economic Relations Division.
11. Joint Secretary (Admin Branch), Economic Relations Division.
12. Executive Director, Hazrat Shahjalal International Airport, Dhaka.
13. PS to Finance Minister, Ministry of Finance, Bangladesh Secretariat, Dhaka.
14. PS to Secretary, Economic Relations Division, Dhaka.
15. Deputy Secretary/Senior Assistant Secretary (Budget Management Section/Admin-4), Economic Relations Division, Dhaka.
16. Mr. Tanvir Bashar (Passport: E00107455), Deputy Secretary, Economic Relations Division.
17. Chief Accounts and Finance Officer, Economic Relations Division, Dhaka.
18. Senior System Analyst, Economic Relations Division, Dhaka (With request to publish on ERD website).
19. Accounts Officer, Economic Relations Division, Dhaka.

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Sifat-E-Jahan
Deputy Secretary