

Government of the People's Republic of Bangladesh  
Ministry of Labour and Employment  
International Organization-3  
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No. 40.00.0000.023.40.001.24 -52

Date:30 /04/2025

From : Israt Jahan Keya  
Deputy Secretary  
Ministry of Labour and Employment

To : Chief Accounts Officer  
Ministry of Labour & Employment  
Bangladesh Secretariat, Dhaka.

Subject: Official Delegation of Bangladesh to participate in the '7<sup>th</sup> Global Occupational Safety and Health Conference (GOSHT)' to be held in Riyadh, Saudi Arabia from 4<sup>th</sup> May- 6<sup>th</sup> May 2025.

The undersigned is pleased to inform that the Ministry of Labour and Employment of Bangladesh has nominated the following official to attend the '7<sup>th</sup> Global Occupational Safety and Health Conference (GOSHT)' to be held in Riyadh, Saudi Arabia from 4<sup>th</sup> May- 6<sup>th</sup> May 2025.

Sl. No.	Name and Designation of Delegate	Position/Title
1.	Md. Shamsul Islam Deputy Secretary Ministry of Labour and Employment E-mail: islamshamsul15702@yahoo.com	Member

- The delegate will leave Dhaka for Riyadh, Saudi Arabia on 3<sup>rd</sup> May 2025 or nearest possible date and will leave Riyadh, Saudi Arabia for Dhaka on 7<sup>th</sup> May 2025 or nearest possible date.
- All the expenses of the delegate in connection to this Programme will be borne from the budget of 2024-2025 Financial Year of the Ministry of Labour and Employment.
- The period of visit including transit will be treated as on duty and the usual pay and allowances during the period will be payable from Bangladesh in local currency as per government rules.
- This order is issued with the approval of the competent authority.

  
30.04.2025  
(Israt Jahan Keya)  
Deputy Secretary  
Phone: +88-02-9514062  
Email: ijk\_ac@yahoo.com

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

- Senior Secretary, Ministry of Public Administration, Bangladesh Secretariat, Dhaka.
- Secretary, Finance Division, Ministry of Finance, Bangladesh Secretariat, Dhaka.

3. Secretary, Ministry of Foreign Affairs, Segun Bagicha, Dhaka
4. Secretary, Ministry of Labour and Employment, Bangladesh Secretariat, Dhaka.
5. H.E. Ambassador, Embassy of Bangladesh to Saudi Arabia.
6. Director General, National Security Intelligence, Segun Bagicha, Dhaka
7. Mr. Md Shamsul Islam, Deputy Secretary, Ministry of Labour and Employment, Dhaka.
8. Director General (Consular & Welfare), Ministry of Foreign Affairs, Dhaka (With a request to issue note verbal for this purpose).
9. Director General, Department of Immigration and Passport, Agargaon, Dhaka.
10. PS to the Hon'ble Adviser (Deputy Secretary), Ministry of Labour & Employment; and Ministry of Shipping, Bangladesh Secretariat, Dhaka.
11. Director, Hazrat Shahjalal International Airport, Dhaka.
12. Director, Division of Foreign Currency Policy, Bangladesh Bank, Dhaka. (With a request to take necessary steps for dollar endorsement if required).
13. PS to Secretary (Senior Assistant Secretary), Ministry of Labour and Employment
14. Senior Assistant Secretary (Administration), Ministry of Labour and Employment, Dhaka (With a request to take necessary steps to issue financial GO).
15. Public Relation Officer, Ministry of Labour and Employment, Dhaka.
16. System Analyst, Ministry of Labour and Employment, Dhaka. (With a request to upload the GO in the website of the ministry).
17. Accounts Officer/DDO, Ministry of Labour and Employment, Bangladesh Secretariat, Dhaka.
18. Mr. Md. Hannan Sarder, Protocol Officer, Ministry of Labour and Employment, Dhaka.

  
30.04.2025  
(Israt Jahan Keya)  
Deputy Secretary