

Government of the People's Republic of Bangladesh  
Ministry of Public Administration  
Contract & Foreign Employment Branch  
Bangladesh Secretariat, Dhaka.  
[www.mopa.gov.bd](http://www.mopa.gov.bd)

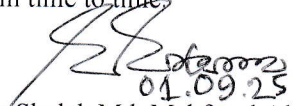
No. 05.00.0000.146.11.014.24-376

Dated: 01 September 2025

Subject: Permission of Extension of Duration for Foreign Employment

The undersigned is directed to inform that the Government of the People's Republic of Bangladesh has been pleased to permit Ms. Mahmuda Akhter (ID No. 16258), Officer on Special Duty (Deputy Secretary), Ministry of Public Administration to serve as Assistant Executive Program Director (Program Management) under Skills for Industry Competitiveness and Innovation Program (SICIP), Finance Division, Ministry of Finance, Dhaka, Bangladesh for a period of 09 (Nine) Months from 01 October 2025 to 30 June 2026 in continuation of the tenure for which she was granted foreign employment vide memo number 05.00.0000.146.11.014.24-539 of 30 September 2024.

2. This extension of duration shall fall under the terms and conditions stipulated in the above memo and be guided by instructions relating to foreign employment laid down in Government Servant Lien Rules, 2021 and such other terms and conditions as may be prescribed by the Government from time to time.

  
01.09.25  
(Abu Shaleh Md. Mahfuzul Alam)  
Deputy Secretary  
Tel: 223354561  
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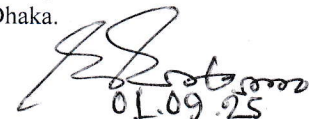
Ms. Mahmuda Akhter (ID No. 16258)  
Officer on Special Duty (Deputy Secretary)  
Assistant Executive Program Director (Program Management)  
Skills for Industry Competitiveness and Innovation Program (SICIP)  
Finance Division, Ministry of Finance, Dhaka

No. 05.00.0000.146.11.014.24-376 /1(30)

Dated: 01 September 2025

Copy forwarded (not in order of seniority) for information and necessary action to:

01. Cabinet Secretary, Cabinet Division, Bangladesh Secretariat, Dhaka/ Principal Secretary, Chief Adviser's Office, Tejgoan, Dhaka.
02. Senior Secretary/Secretary, Ministry of Public Administration/Ministry of Foreign Affairs/Public Security Division, Ministry of Home Affairs/Security Services Division, Ministry of Home Affairs/ Finance Division, Ministry of Finance, Dhaka.
03. Additional Secretary, Ministry of Public Administration (All), Bangladesh Secretariat, Dhaka.
04. Executive Program Director, Skills for Industry Competitiveness and Innovation Program (SICIP), Probashi Kallyan Bhaban (15<sup>th</sup> Floor), 71-72 Old Elephant Road, Eskaton Garden, Dhaka-1000.
05. Director General, Department of Immigration and Passports, Agargoan, Dhaka.
06. Joint Secretary (Deputation & Contract/PACC/SA/CP), Ministry of Public Administration, Bangladesh Secretariat, Dhaka.
07. Controller General of Accounts, AGB Bhaban, Segun Bagicha, Dhaka.
08. Director, Directorate of Government Accommodation, Bangladesh Secretariat, Dhaka.
09. Deputy Secretary (SA-1/SA-2/Deputation-1 Section/Internal Appointment Section), Ministry of Public Administration, Bangladesh Secretariat, Dhaka.
10. Chief Accounts & Finance Officer, Ministry of Public Administration, Hisab Bhaban, Segun Bagicha, Dhaka-1000.
11. Private Secretary to Senior Secretary, Ministry of Public Administration, Bangladesh Secretariat, Dhaka.
12. Senior System Analyst (PACC), Ministry of Public Administration, Bangladesh Secretariat, Dhaka. (With request for publication on website)
13. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.
14. Public Relations Officer, Ministry of Public Administration, Bangladesh Secretariat, Dhaka.
15. Accounts Officer, Ministry of Public Administration, Bangladesh Secretariat, Dhaka.
16. Office Copy/Master File

  
01.09.25  
(Abu Shaleh Md. Mahfuzul Alam)  
Deputy Secretary