

Ministry of Women and Children Affairs
Training Section
Bangladesh Secretariat, Dhaka-1000.
www.mowca.gov.bd

No: 32.00.0000.030.25.032.23.568

Date: 19/08/2025

To: Chief Accounts and Finance Officer
Ministry of Women and Children Affairs
CGA Bhaban, Segunbagicha, Dhaka.

Subject: Participation in the Transform Care Learning Week and Asia-Pacific Care Forum to be held from 2-5 September, 2025 in Kathmandu, Nepal.

The undersigned is directed to convey the sanction of the Government of the People's Republic of Bangladesh in favour of the following official to participate in the Transform Care Learning Week and Asia-Pacific Care Forum to be held from 2-5 September, 2025 in Kathmandu, Nepal:

SL. No.	Name, Designation and Office (in English)	Mobile & E-mail
01.	Mamtaz Ahmed Senior Secretary Ministry of Women and Children Affairs Passport Number: D00018106	Mob: + 8801725 930439 e-mail: secretary@mowca.gov.bd

2. The approval is accorded in line with the terms and conditions mentioned below:

- a) She will not extend her stay abroad beyond the permitted period;
- b) The period of this programme & the time spent for travel & transit will be treated as on duty;
- c) All expenses to be incurred during this program will be borne by UNICEF & UN WOMEN;
- d) She will draw her pay and allowances in local currency. No part of it shall be drawn in foreign currency;
- e) She will leave Dhaka for Kathmandu, Nepal on 04 September 2025 or a nearer date and she will leave Kathmandu, Nepal for Dhaka on 6 September 2025 or a nearer date;
- f) She will submit a report within 7 (Seven) days after return.

3. This Government Order is issued with the approval of the competent authority.


(Sabiha Yeasmin)
Deputy Secretary
Phone: 88-02-551 000 61
e-mail: dstraining@mowca.gov.bd

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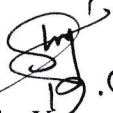
Date: 19/08/2025

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

01. Cabinet Secretary, Cabinet Division, Bangladesh Secretariat, Dhaka;
02. Principal Secretary, Chief Advisor's Office, Dhaka;
03. Senior Secretary, Ministry of Public Administration, Bangladesh Secretariat, Dhaka;
04. Secretary, Ministry of Foreign Affairs, Dhaka (With request to issue note verbal);
05. H.E. Ambassador, Embassy of the People's Republic of Bangladesh, Kathmandu, Nepal;
06. H.E. Ambassador, Embassy of the People's Republic of Nepal, Dhaka, Bangladesh;
07. Director General, Immigration and Passport, Dhaka;
08. Christine Arab, Regional Director, UN Women Regional Office for Asia and the Pacific (Attention: Feroza Sanjana, UN Women Org.);
09. Private Secretary to the Hon'ble Advisor, Ministry of Women and Children Affairs, Dhaka;
10. Deputy Secretary (Admin-1), Ministry of Women and Children Affairs, Dhaka;
11. Private Secretary to the Senior Secretary, Ministry of Women and Children Affairs, Dhaka;
12. Director, Hazrat Shahjalal International Airport, Dhaka;

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13. Programmer, Ministry of Women and Children Affairs, Dhaka (With request to upload the GO in the website);
14. Accounts Officer, Ministry of Women and Children Affairs, Dhaka;
15. Protocol Officer, Ministry of Women and Children Affairs, Dhaka;
16. Personal Officer to Additional Secretary (Admin/Development Planning & Statistics), Ministry of Women and Children Affairs, Dhaka;
17. Personal Officer to Joint Secretary (Admin/Development), Ministry of Women and Children Affairs, Dhaka;
18. Office copy.


19.08.25
(Sabiha Yeasmin)
Deputy Secretary