Government of the People's Republic of Bangladesh
Ministry of Expatriates' Welfare and
Overseas Employment
Eskaton Garden, Dhaka, Bangladesh
Employment-4
www.probashi.gov.bd

Memo Number: 49.00.0000.048.11.010.26. Date: 19-10-2026

Subject: Initial Recruitment Permission as Technical Intern (TI) Trainee in Japan.
Ref: Application of M/S Surma InternationalLtd. (RL-299), Dated: 12-10-2026

With reference to the above subject and application of recruiting agent M/S Surma International Ltd. (RL-299) the undersigned is directed to convey the approval of initial recruitment permission in favour of the said recruiting agent to process for the employment of following 07 (seven) male Bangladeshi Worker as Technical Intern (TI) in following implementing and supervising organizations subject to the compliance of following terms and conditions:

R/A Name and Address	Implementing Organization and Supervising Organization	Selected worker (SSW) & (TI) name, passport No.	Country of destination, Job title and number of Workers Workers	Migration cost	Salary & Other benefits (According to Demand Letter)
M/S Surma International Ltd. (RL-299), 44 Dilkusha C/A (3rd Floor), Dhaka-1000, Tel: 88-0247122863	**Imp.org: Hokurin Shokai, 56-1 Akazawa, Higashi-Yokota-machi, Utsunomiya City, Tochigi, Japan** **Sup. Org** Kuroshio Cooperative Society, 1276 Ootake Takatsuka, Hokota City, Ibaraki	1.Name: MD TUSHAR IMRAN Passport No.A09869964 Date of Birth: 15 MAY 1999 Age: 27Y 04M 30D 2.Name: NUR MOHAMMED SHOBON Passport No.A17175910 Date of Birth: 03 NOV 1999 Age: 26Y 11M 11D 3.Name: MD ALAMIN Passport No.A17293528 Date of Birth: 01 JAN 2000 Age: 26Y 09M 13D	**Japan** **Welding** **03 person** Male	Tk.1,48,250/-	**Basic Salary: Per Month 2,00,000 Yen** Working Hours & Days: 8.00-17.00 hours (60 miniutes break). Overtime: According to Japanese Law. Period of Contact: Maximum 3 Years. Age requirement: 18-35 Years old. Accommodation Transportation: Arrange by employer (few employers may deduct rent from salary) but transport will be free provided. Medical Benefit and deduction: According to Japanese Labor Law. Food: Employees own
	Imp.org: New Comori Co. Ltd. 3-39 Sujikai, Kitagata-cho, Motosu-gun, Gifu **Sup. Org** Asia Kakehashi Cooperative 814-23 Sendanbayashi, Nakatsugawa City, Gifu	1.Name: SHEKH BIN JAHED RABBI Passport No.B00332097 Date of Birth: 02 JAN 2003 Age: 23Y 00M 12D 2.Name: MD JUNAYED BEPARI Passport No.A19817245 Date of Birth: 20 DEC 2006 Age: 25Y 09M 25D	**Japan** **Excavation Work** **02 persons** Male	Tk.1,48,250/-	**Basic Salary: Per Month 2,20,000 Yen** Working Hours & Days: 8.00-17.00 hours (90 miniutes break). Overtime: According to Japanese Law. Period of Contact: Maximum 3 Years. Age requirement: 18-35 Years old. Accommodation Transportation: Arrange by employer (few employers may deduct rent from salary) but transport will be free provided. Medical Benefit and deduction: According to Japanese Labor Law. Food: Employees own arrangement. Air ticket: Round trip ticket between

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M/S Surma International Ltd. (RL-299), 44 Dilkusha C/A (3rd Floor), Dhaka-1000, Tel: 88-0247122863	**Imp.org:** Mogami Kogyo 2-13-3 Goi-Higashi,Ichihara City,Chiba **Sup. Org** Liaison Bridge Cooperative 3-22-10-203 Sekimae, Musashino City, Tokyo	1.Name: HASAN HOSSAIN Passport No.A23441185 Date of Birth: 01 NOV 2002 Age: 23Y 11M 13D 2.Name: ABDULLAH Passport No.A04168169 Date of Birth: 12 MAY 2000 Age: 26Y 05M 02D	**Japan** **Plant Piping** **02 persons** Male	Tk.1,48,250/-	**Basic Salary: Pe** **2,10,000 Yen** Working Hours & 8.00-17.00 hours miniutes brea Overtime: According t Japanese Law. Period of Contact: Maximum 3 Years. Age requirement: 18-35 Years old. Accommodation Transportation: Arrange by employer (few employers may deduct rent from salary) but transport will be free provided. Medical Benefit and deduction: According to Japanese Labor Law. Food: Employees own arrangement. Air ticket: Round trip ticket between Dhaka and Japan will be provided by the employer/Accepting organization.

Terms and conditions:

1. The Sending Organization shall not employ any sub-agent in the entire relevant process of sending Technical Interns and Specified Skilled Worker (SSW).
2. The accepting organization shall bear all the necessary expenses for the finally selected Technical Interns/SSW and provide all facilities described in employment contract and demand letter.
3. Both the Sending Organization and the finally selected Technical Interns/SSW must complete and submit a narration in the form of written affirmation that the Technical Interns/SSW mustreturn to Bangladesh upon completion of training of 03 (Three) years or in prescribed time in Japan.
4. The necessary written agreement must have to be signed in between the Sending Organization and the accepting organization according to the written MoC between Japan and Bangladesh.
5. This approval is valid only for the demand for the Technical Interns/ssw described in this letter.
6. All the terms and conditions prescribed in Guidelines must have to be followed for sending Specified Skilled Worker (SSW) to Japan under the supervision of both Japan and Bangladesh. Moreover, other related laws of Bangladesh and International laws will have to be followed strictly. Necessary instructions shall also be followed.
7. Humanity and ethics must be maintained usually all the time and everywhere under the sphere of existing laws.
8. All expenses (levies, airfare, etc.) at the end of Japan shall be borne by the employer. Recruiting agency cannot accept check/bank draft/pay order for pre-selection training and post-selection management expenses exceeding TK.1,48,250/- subject to confirmation of worker's visa and flight. Whose credentials are to be submitted to the Director General, BMET.
9. The clearance shall be terminated or cancelled and necessary legal action shall be taken, if violation of any term and condition depicted above is proved.
10. In case of violation of any of the conditions described in Guidelines and employment contract the concerned Sending Organization (SO) will bear the responsibility given by the Ministry.

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11. This is an initial permission. Before issuing the emigration clearance card, BMET will verify the relevant credentials through OEP to ensure accuracy.

19.10.2026

(Gazi Md Shahed Anwar)
Deputy Secretary
Employment-4
dsemployment4@probashi.gov.bd

Director General
Bureau of Manpower Employment and Training
89/2, Kakrail, Dhaka.

Memo Number: 49.00.0000.048.11.010.26. Date: 19-10-2026

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

1. H. E. Ambassador, Embassy of Japan in Bangladesh, 5 & 7 Dutabash Road, Baridhara, Dhaka.
2. H.E Ambassador, Embassy of the People's Republic of Bangladesh, Tokyo, Japan.
3. Joint Secretary (Employment), Ministry of Expatriate's Welfare and Overseas Employment.
4. ADG, BMET& Chairperson of the Technical Interns Selection Committee, Dhaka, Bangladesh.
5. PS to Minister, Ministry of Expatriate's Welfare and Overseas Employment.
6. PS to State Minister, Ministry of Expatriate's Welfare and Overseas Employment.
7. PS to Secretary, Ministry of Expatriate's Welfare and Overseas Employment.
8. First Secretary (Labor), Embassy of the People's Republic of Bangladesh, Tokyo, Japan.
9. System Analyst (ICT), Ministry of Expatriate's Welfare and Overseas Employment.(Upload the order to the official website)
10. Chairman, M/S Surma InternationalLtd. (RL-299), 44 Dilkusha C/A (3rd Floor), Dhaka
11. Office Copy.

19.10.2026

(Gazi Md Shahed Anwar)
Deputy Secretary

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