

Government of the People's Republic of Bangladesh
Ministry of Expatriate's Welfare and Overseas Employment
Probashi Kallyan Bhaban, Eskaton Garden, Ramna, Dhaka.
Employment-2 Section
www.probashi.gov.bd

No-49.00.0000.044.18.256.25- **104**

Date: 04 May 2026

Subject: Initial Recruitment Permission to Japan.

Ref: Application of Kaj Bangla Employment Service (RL-1345).

With reference to the above subject and application of recruitment agent Kaj Bangla Employment Service (RL-1345) 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 02 (Two) Bangladeshi nationals as Technical Intern Trainees at the under mentioned Supervising Organizations and Implementing Organizations in compliance with the following terms and conditions:

S. L	Supervising Organization with Address	Implementing Organization with Address	Name and Passport number of Technical Interns (TI)	Number of TI	Job Specification	Salary and Other benefits as per Demand letter
1.	Kyodo Kumiai Jigyuu Kouryuu Hiroshima Senta, 5-16-16-3F, Itsukaichi, Sacki-ku, Hiroshima City, Hiroshima-ken 731-5127 Japan	Tanakamaru Garden Co. Ltd. 2229-i, Ogimachi Funaba, Ogi-shi, Saga 845-0011 Japan	(1) Afsana Akter PP No: A16118814 DOB: 08-07-2006 (2) Mim Akther PP No: A 18694621 DOB: 26-03-2002	02 (Two) Persons Female	Cultivation agriculture (Facility horticulture)	Basic Salary: 1,78,534 Yen/Monthly Age Requirement: 18-35 Years Old; Overtime: According to Japanese Labor Law; Contact Period: 5 years Maximum by Japanese Law; Working Days: 40 Hours a week Monday to Saturday (Depending on the Company Calendar) Accommodation Transportation: Accommodation Shall be Arrange by the employer. Transportation fee will be provided; Food: Food shall be arranged by Technical interns themselves; Social Insurance: Includes health insurance. Social insurance shall be provided According to Japanese law. The amount will be deducted form the salary. Flicht ticket: Round trip ticket Bangladesh-Japan shall be provided by the employer.
Total				02 (Two) Persons.		

Terms and Conditions:

1. The Sending Organization shall not employ any sub-agent in the entire relevant process of sending Technical Interns/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 must return to Bangladesh upon completion of training of 03 (Three)/5 (Five) 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 approved by Organization of Technical Intern Training (OTIT) & Ministry of Expatriates' Welfare and Overseas Employment (MoEWOE).
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 Technical Interns to Japan under the supervision of both OTIT and the MoEWOE. Moreover, other related laws of Bangladesh and International laws will have to be followed strictly. Necessary instructions of OTIT 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.
11. This is an initial permission. Before issuing the emigration clearance card, BMET will verify the relevant credentials through OEP to ensure accuracy.

Sd/-

(Hasina Begum)

Deputy Secretary

Employment-2

Tel: +8802- 41030252

E-mail: sasemployment2@probashi.gov.bd

Director General
Bureau of Manpower Employment and Training (BMET)
89/2, kakrail, Dhaka

No-49.00.0000.044.18.256.25- 104

Date: 04 May 2026

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

01. H. E. Ambassador, Embassy of Japan in Bangladesh.
02. H.E. Ambassador, Embassy of the People's Republic of Bangladesh, Tokyo, Japan.
03. PS to Honorable Minister, Ministry of Expatriate's Welfare and Overseas Employment (For the kind information of the Honorable Minister).
04. PS to Honorable State Minister, Ministry of Expatriate's Welfare and Overseas Employment (For the kind information of the Honorable State Minister).
05. PS to Secretary, Ministry of Expatriate's Welfare and Overseas Employment (For the kind information of the Honorable Secretary).
06. Counsellor (Labor-Local), Embassy of the People's Republic of Bangladesh, Tokyo, Japan.
07. Programmer (ICT), Ministry of Expatriate's Welfare and Overseas Employment (With request to upload it in the Ministry's website).
08. PO to Joint Secretary (Employment wing), Ministry of Expatriate's Welfare and Overseas Employment.
09. Proprietor, Kaj Bangla Employment Service (RL-1345), H-95 (3rd Floor) Sonali Bank (Banani Branch) Building, Bir Uttom Ziaur Rahman Road, Kakoli, Banani, Dhaka-1213.
10. Office Copy.

স্বাক্ষর (অবস্থা)

04.05.2026

(Hasina Begum)

Deputy Secretary