



Government of the People's Republic of Bangladesh
Ministry of Industries
Small & Medium Enterprise Foundation (SME Foundation)
E-5, C/1 West Agargaon, Sher-e-Bangla Nagar, Dhaka 1207
www.smef.gov.bd

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12 May 2026

Subject: Permission to participate in the programme on policy dialogue “Energy Transition, Industrial Policy and Global Partnerships: An EU–Asia Policy Dialogue” to be held in Brussels from 22–26 June 2026.

I am directed to inform that Small & Medium Enterprise (SME) Foundation has nominated Mr. Suman Chandra Saha, Deputy General Manager (DGM), who joined the Foundation on 22 May 2011 and has been serving for the last 15 years, to participate in the upcoming policy dialogue on “Energy Transition, Industrial Policy and Global Partnerships: An EU–Asia Policy Dialogue”, to be held in Brussels, Belgium from 22–26 June 2026 (excluding transit & travelling time), under the terms and conditions mentioned below:

Terms & Conditions:

- a. In this connection all the expenses will be borne by FES Bangladesh.
 - b. He will be treated as on duty during the tour and transit.
 - c. He will not be allowed to extend his stay abroad without approval of SME Foundation.
 - d. He will get reimbursement of different expenses as per existing rules and regulations.
2. This has the approval of the competent authority.

Fahim - Bin - Asmat
(Fahim-Bin-Asmat)

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Dr. Felix Gerdes

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Friedrich-Ebert-Stiftung (FES) Bangladesh Office,
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Copy (Not According to Seniority):

1. Director, Hazrat Shahjalal International Airport, Dhaka
2. His Excellency Ambassador, Embassy of the Kingdom of Belgium in New Delhi, India (Medium: Honorary Consulate Belgium in Dhaka, ACI Center, 245 Tejgaon Area, Dhaka, Bangladesh).
3. Deputy Managing Director-1, SME Foundation.
4. General Manager (Accounts & Fund Management), SME Foundation.
5. Mr. Suman Chandra Saha, Deputy General Manager (DGM), SME Foundation
6. Managing Directors' Office, SME Foundation.
7. Office Copy.