

**The Government of the People's Republic of Bangladesh**  
**Ministry of Foreign Affairs**  
**Project Section**  
**Dhaka.**  
[www.mofa.gov.bd](http://www.mofa.gov.bd)

No. 19.00.0000.116.14.108.16-286

Date: 17 August 2025

To: The Chief Accounts & Finance Officer,  
Ministry of Foreign Affairs,  
1<sup>st</sup> 12-Storied Government Office Building,  
Segunbagicha, Dhaka.

**Subject: Government Order for 02 (Two) members team visit to Bandar Seri Begawan from 22-26 August 2025 (excluding travel time) or nearer date to supervise the overall activities during the installation of furniture and prepare the Project Completion Report (PCR) for the project titled 'Construction of Bangladesh Chancery Complex and the Residence of the High Commissioner in Bandar Seri Begawan, Brunei'.**

Sir,


The undersigned is directed to convey the sanction of the Government of Bangladesh to the following officials of the 02 (Two) members team visit to Bandar Seri Begawan from 22-26 August 2025 (excluding travel time) or nearer date to supervise the overall activities during the installation of furniture and prepare the Project Completion Report (PCR) for the project titled 'Construction of Bangladesh Chancery Complex and the Residence of the High Commissioner in Bandar Seri Begawan, Brunei'. Name of the officials are given below:

a.	Mr. Md. Aktar Hossain Director (Project), Ministry of Foreign Affair	Team Leader (A06647151)
b.	Mr. Md. Shajedul Islam Executive Engineer (E/M), Public Works Department	Member (E00004760)

02. The terms and conditions are as follows:

- You will depart Dhaka for Bandar Seri Begawan on a convenient date nearer to 21 August 2025 and arrive at Dhaka on a convenient date nearer to 27 August 2025 after completion of the visit.
- The period of the visit and time spent for travel and transit will be treated as on official duty.
- You will draw your pay and allowances in local currency.
- All relevant expenses related to the visit will be borne from Ministry's relevant budget head of 2025-26 as per financial rules.
- You will not be allowed to stay abroad more than the approved period.

03. This order is issued with the approval of the competent authority.

  
(Nur Alam Hossain Farhad)  
Assistant Secretary  
E-mail: [sasproject@mofa.gov.bd](mailto:sasproject@mofa.gov.bd)


P. T. O →

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

1. Director General, Department of Immigration and Passport, Agargaon, Dhaka.
2. Mr. Md. Aktar Hossain, Director (Project), Ministry of Foreign Affairs, Dhaka.
3. Director, Hazrat Shahjalal International Airport, Dhaka
4. Mr. Md. Shajedul Islam, Executive Engineer (E/M), Public Works Department, Dhaka.
5. Assistant Secretary (ICT), Ministry of Foreign Affairs, Dhaka (with the request for posting in ministry's website)
6. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.

Copy for kind information (Not according to seniority)

1. Secretary, Ministry of Housing and Public Works, Bangladesh Secretariat, Dhaka.
2. Chief Engineer, Public Works Department, Segunbagicha, Dhaka (Kind Attention: Superintending Engineer (Establishment), Public Works Department)
3. Director General (Administration), Ministry of Foreign Affairs, Dhaka.
4. Director (FAO/FSO/Finance), Ministry of Foreign Affairs, Dhaka.
5. Counsellor (Political) & Head of Chancery, Bangladesh High Commission, Bandar Seri Begawan, Brunei.
6. Office copy.

  
 17/08/2025  
 (Nur Alam Hossain Farhad)  
 Assistant Secretary

নির্বাহী প্রকৌশলীর কার্যালয়			
গণপূর্ত ই/এম এম আই এস বিভাগ-২, ঢাকা।			
তারিখ: ২০০৮	তারিখ: ২০০৮/০৮/১৭	প্রকল্প নং: ১০৮	
অ. স:	স. প্র:	উ. বি. প্র:	নি. প্র:
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Office of the Chief Engineer  
Public Works Department  
Establishment Branch-1, Dhaka.

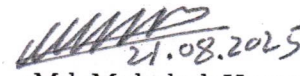
www.pwd.gov.bd

Memo.No.25.36.0000.215.25.185.13-1029

Date: 21/08/2025

Copy forwarded for information and necessary action to:-

1. Additional Chief Engineer (E/M), Public Works Department, Dhaka.
2. Superintending Engineer (E/M), Public Works E/M Circle-3, Dhaka.
3. Mr. Md. Shajedul Islam, Executive Engineer (E/M), Public Works E/M Wood Workshop Division, Dhaka
- ✓ 4. Executive Engineer (E/M), Public Works E/M MIS Division-2, Dhaka.
5. Director/ Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.
6. Chief Accounts and Finance Officer, Ministry of Housing & Public Works 2<sup>nd</sup> 12-storied Bldg.Segunbagicha, Dhaka.
7. P/F

  
 21.08.2025  
 (Md. Mahabub Hasan)  
 Superintending Engineer(Establishment)  
 Public Works Department, Dhaka.  
 Phone: 02-223380999.