



BANGLADESH BANK
(Central Bank of Bangladesh)
Head Office
Motijheel, Dhaka-1000
Bangladesh.



Human Resources Department-2
(Training and Development Wing)

Staff Order No.-HRD-2:503/2026

Date: 17 September 2026

Official Foreign Visit

Ms. Masuma Akter Happy [ID:28206387 & Passport No.E00264602], Additional Director of Foreign Exchange Policy Department-1 of Bangladesh Bank has been permitted to visit **Switzerland** during **12-16 October 2026** (excluding travel time) to participate in Workshop on Services Trade Statistics Academy-Focus on LDCs organized by World Trade Organization (WTO) to be held in **Geneva** under the following terms and conditions:

Terms & Conditions:

1. All the expenses related to this visit will be borne by the organizer;
2. She will be treated as on duty during the travel period and no part of her salary or allowances will be paid in foreign currencies;
3. She will not overstay abroad without prior approval;
4. She will be treated as released from her duties after the close of business of **08 October 2026** (09-10 October 2026 are weekends). During the absence, her official duties will be managed by internal arrangement;
5. She will submit a report about the attended program to her department and a copy thereof to the Executive Director, Secretary's Department and Director (HRD-2) within 15 days after returning from abroad. She will also submit the soft/hard copy of the report and program related materials to Research Department (Library).

This staff order is issued with the approval of the Governor.

(Mohammad Ataur Rahman Khan)
Additional Director
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Human Resources Department-2
(Training & Development Wing)

No.HRD-2(TD)/64/2026-7346

Date: As above

Copy for information and necessary action to:

1. Director General, Department of Immigration and Passports, Agargaon, Dhaka.
2. Director General (Consular & Welfare), Ministry of Foreign Affairs, Government of the People's Republic of Bangladesh, Dhaka (with a request to issue a note verbale).
3. Executive Director, Hazrat Shahjalal International Airport, Dhaka.
4. Uploaded in Bangladesh Bank intranet and **BB website**-www.bb.org.bd (About us → Foreign Tours & Visit) for all concerned.

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