

Memo No: BdREN Trust/HR&Admin/Seminar-Trainings02/12/48

Date: 03.02.2025

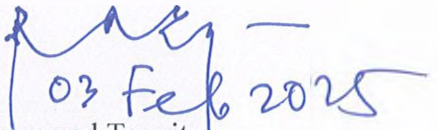
Office Order

Subject: Permission to attend “AP-GAINED” workshop and APAN59 event in Yokohama, Japan.

Khandakar Rashedul Arefin is permitted to attend as an instructor in the subject-mentioned event to be organized by Sri Lanka Research and Education Network (LEARN) to be held on 05 & 06 March. He is also allowed to participate the APAN event (to be held from March 03 to 07, 2025) as participant in Yokohama, Japan.

The following terms and conditions are applied:

- a. The organizer will bear the following expenditures for participating in the event:
 - i. APAN59 registration includes refreshments, lunch for all five days, and tickets to the social dinner(s).
 - ii. Flight reimbursement of up to USD 800.
 - iii. Per diem for five days (USD 200 per day).
- b. The participant is allowed to stay abroad for the training period and associated travel time.
- c. The participant’s absence from the office will be considered as duty leave.
- d. Before leaving the country, Mr. Arefin will hand over his responsibilities to Mr. Amitosh Gain.


03 Feb 2025
Mohammad Tawrit
Chief Executive Officer
Email: ceo@bdren.net.bd
Phone: +8809666-110022

Copy (Not according to seniority):

1. Ekhlas Uddin Ahmed, Chief Technical Officer, BdREN.
2. Khandakar Rashedul Arefin, Manager (Data Center), BdREN.
3. Amitosh Gain, Senior Software Programmer (Additional Charge), BdREN.
4. Immigration Officer, Hazrat Shahjalal Int. Airport, Dhaka.
5. Embassy of Japan in Bangladesh.
6. Office Copy.

Memo No: BdREN Trust/HR&Admin/Seminar-Trainings02/12/48

Date: 03.02.2025

Office Order

Subject: Permission to attend “AP-GAINED” workshop and APAN59 event in Yokohama, Japan.

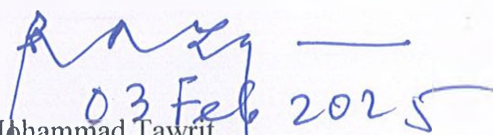
The following officials are permitted to attend as trainees the subject-mentioned event to be organized by Sri Lanka Research and Education Network (LEARN) to be held on 05 & 06 March, 2025.

SL#	Name of the Nominee	Designation
01	Khadizatul Kubra	Assistant Manager (Finance & Accounts)
02	Abu Naser Md Nafew	Network Engineer (NOC)

The officials are also allowed to participate in the APAN event (to be held from March 03 to 07, 2025) in Yokohama, Japan:

The following terms and conditions are applied:

- As mentioned in the respective invitation letters to the participants, the organizer will bear the following expenditures for participating in the event:
 - APAN59 registration includes refreshments, lunch for all five days, and tickets to the social dinner(s).
 - Flight reimbursement of up to USD 800.
 - Per diem for three days (USD 200 per day).
- The participants are allowed to stay abroad for the event period and associated travel time.
- The participants' absence from the office will be considered as duty leave.
- Before leaving the country, Mr. Nafew will hand over his responsibilities to Mr. Jamilur Rahman and Ms. Khadiza will hand over her responsibilities to Md Ali Mamun.


03 Feb 2025
Mohammad Tawrit
Chief Executive Officer
Email: ceo@bdren.net.bd
Phone: +8809666-110022

Copy (Not according to seniority):

- Ekhlas Uddin Ahmed, Chief Technical Officer, BdREN.
- Khadizatul Kubra, Assistant Manager (Finance & Accounts), BdREN.
- Abu Naser Md Nafew, Network Engineer (NOC), BdREN.
- Jamilur Rahman, Network Engineer (NOC), BdREN.
- Md Ali Mamun, Officer (Admin & Logistics), BdREN.
- Immigration Officer, Hazrat Shahjalal Int. Airport, Dhaka.
- Embassy of Japan in Bangladesh.
- Office Copy.

Memo No: BdREN Trust/HR&Admin/Seminar-Trainings02/12/49

Date: 04.02.2025

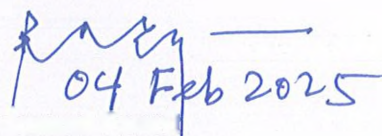
Office Order

Subject: Permission to attend APAN59 event in Yokohama, Japan.

Md. Ariful Islam, Manager (Data and Transmission) is permitted to attend as a participant in the subject-mentioned event to be held from March 03 to 07, 2025 in Yokohama, Japan.

The following terms and conditions are applied:

- a. BdREN will bear the following expenditures for participating in the event:
 - i. APAN59 registration fees.
 - ii. Two-way Flight reimbursement in economy class.
 - iii. Per diem for five days (USD 200 per day).
- b. The participant is allowed to stay abroad for the training period and associated travel time.
- c. The participant's absence from the office will be considered as duty leave.
- d. Before leaving the country, the participant will hand over his responsibilities to Mr. Shamim Ahmed, Senior Network Engineer (Data & NOC) (Addl. Charge).


04 Feb 2025
Mol
Chief Executive Officer
Email: ceo@bdren.net.bd
Phone: +8809666-110022

Copy (Not according to seniority):

1. Ekhlash Uddin Ahmed, Chief Technical Officer, BdREN.
2. Md. Ariful Islam, Manager (Data and Transmission), BdREN.
3. Shamim Ahmed, Senior Network Engineer (Data & NOC) (Addl. Charge), BdREN.
4. Immigration Officer, Hazrat Shahjalal Int. Airport, Dhaka.
5. Embassy of Japan in Bangladesh.
6. Office Copy.



Memo No: BdREN Trust/HR&Admin/Seminar-Trainings02/12/49

Date: 03.02.2025

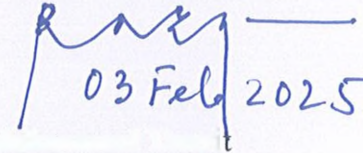
Office Order

Subject: Permission to attend “the 17th Asi@Connect Governors’ Meeting in conjunction with APAN59 Event” in Yokohama, Japan.

Ref: Invitation Letter received from TEIN*CC Dated: 14.01.2025.

With reference to the invitation letter received from TEIN*CC, **Dr. Mohammad Farooq Ali Tarafder FCMA, ACS**, Chief Administrative and Finance Officer, BdREN, bearing **Passport no. B00064592** is hereby permitted to visit Japan to attend the subject-mentioned event organized by APAN and TEIN*CC from 03 March- 07 March 2025 under the following terms and conditions:

- The expenditures for participating in the event will be borne by Bangladesh Research and Education Network (BdREN).
- The participant’s absence from the office will be considered as “Ex-Bangladesh leave”.
- During this period Biplab Chandra Mahanta, Manager (HR & Admin), BdREN will perform the responsibilities of CAFO, BdREN in addition to his regular duties.
- The participant is allowed to stay abroad from 27 February to 08 March 2025 excluding travel time.


03 Feb 2025

Chief Executive Officer
Email: ceo@bdren.net.bd
Phone: +8809666110022

Copy to (Not according to seniority):

1. Dr. Mohammad Farooq Ali Tarafder FCMA, ACS
Chief Administrative and Finance Officer, BdREN.
2. Ekhlas Uddin Ahmed, Chief Technical Officer, BdREN.
- 3-6. Managers (All), BdREN.
7. Embassy of Japan in Bangladesh, Dhaka.
8. Immigration Officer, Hazrat Shahjalal Int. Airport.
9. Personal File.
10. Office File.