

Government of the People's Republic of Bangladesh
Ministry of Youth & Sports
Section: Youth-1
Bangladesh Secretariat, Dhaka
www.moysports.gov.bd

No.34.051.008.01.00.35.2012- 172

Date : 07.05.2017

Subject: Permission for foreign employment

The undersigned is directed to convey that the Government of the People's Republic of Bangladesh is pleased to permit Ms. Shahida Amena, Assistant Director, Department of Youth Development to serve as "Accounting Assistant" under the SUNFLOWER, INC 37-16 73rd ST<SUITE-302, JACKSON HEIGHTS, NY-11372, United States of America (USA) with effect from the date she relinquishes her current duties under the terms and conditions mentioned below:

- a) The period of her service with the foreign employer will be counted from the date of relinquishment to the date prior to the date of resumption of her duties in Bangladesh and her services for the same period will be treated as foreign service under the said foreign employer with lien, on her post in Bangladesh;
- b) The total period of her foreign service may be extended up to a period of 02 years on her request. This period of 02 years will be counted towards her seniority, annual increment of pay, leave and retirement. No benefit other than those stipulated herein shall accrue to her for this period. If this period exceeds 02 years, then under BSR-34, her lien on her post in Bangladesh will, unless otherwise decided by the Government due to the special nature of the case, stand terminated automatically and she will cease to be in Government employment from the date following the date of completion of 02 years;
- c) During the period of her service under the foreign employer, she will not receive any pay or allowances (including travelling allowance, etc.) or leave from the Government of the People's Republic of Bangladesh.
- d) The terms of her leave during the period of her service with foreign employer will be regulated according to the rules of the foreign employer and the leave salary due in respect of such leave will be payable by that employer. No liability in respect of leave salary on account of such leave earned or taken during foreign employment shall devolve on the Government of the People's Republic of Bangladesh or any organization under it. The Government of the People's Republic of Bangladesh will not recover any leave salary contribution from the foreign employer;
- e) All expenses to be incurred in connection with her joining the post under the foreign employer and for resuming her post in Bangladesh after completion of the period of Foreign Service will be borne either by the foreign employer or by herself. During her service under the foreign employer she will draw her pay and allowances, etc. from that employer as per terms of her employment with the foreign employer;
- f) She will not be entitled to any leave salary from the Government of the People's Republic of Bangladesh or from any organization under it in respect of disability leave on account of any disability arising out of the foreign service with the foreign employer, even though the disability might manifest itself after the termination of her foreign service;
- g) During the period of her service with the foreign employer, she will not be entitled to any medical facility in respect of self or her family at the expense of the Government of the People's Republic of Bangladesh;
- h) The Government of the People's Republic of Bangladesh will not involve itself in any way in determining her terms of service with her foreign employer or in any dispute of any kind arising out of her foreign service with the foreign employer. However, she may be given necessary consular, legal or any other form of help, if necessary, as an ordinary national of Bangladesh;

(P.T.O)

- i) She will regularly pay her contributions to General Provident Fund, Group Insurance Premium and Benevolent Fund. Her pension contributions and leave salary contributions will be paid by herself or by her foreign employer. She will also pay regularly to the Government Account the installments of her House Building /Motor Car/ Motor-Cycle/ Bi-cycle Loan/ advance and other loan or dues payable to the Government;
- j) On termination of her foreign service, she will resume the duties of her post in Bangladesh within the admissible joining time. In case of her failure to report to her employer in the Government of the People's Republic of Bangladesh within 4 (four) weeks of expiry of the approved period of foreign service, the period of her absence beyond the approved period of foreign service will be treated as unauthorized absence and disciplinary action will be taken against her on charge of unauthorised absence.
2. Violation of any of the terms and conditions mentioned above and also in the undertaking appended hereto may lead to cancellation of this permission and other disciplinary actions.

Ms. Shahida Amena
Assistant Director
Department of Youth Development
108/Motijheel Commercial Area
Dhaka-1000, Bangladesh.

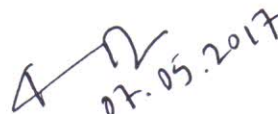
Signed/-
Kamrul Hasan
Senior Assistant Secretary
Phone : 9575509

No.34.051.008.01.00.35.2012-172

Date : 07.05.2017

Copy forwarded for information and necessary action (not according to seniority)

01. Senior Secretary, Ministry of Public Administration, Dhaka.
02. Secretary, Security Services Division, Ministry of Home Affairs, Dhaka.
03. Secretary, Ministry of Foreign Affairs, Dhaka.
04. Director General, Department of Youth Development, Dhaka.
05. Director General, Immigration and Passport, Dhaka.
06. P.S to Minister of State, Ministry of Youth and Sports.
07. P.S to Deputy Minister, Ministry of Youth and Sports.
08. P.S to Secretary, Ministry of Youth and Sports.
09. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.
10. CAO, Ministry of Youth & Sports, Segunbagicha, Dhaka.
11. President, Sunflower, Inc 37-16 73rd ST<SUITE-302, United States of America (USA).
- ✓ 12. Assistant Programmer, Ministry of Youth & Sports, Bangladesh Secretariat, Dhaka.
13. Office copy.


Kamrul Hasan
Senior Assistant Secretary