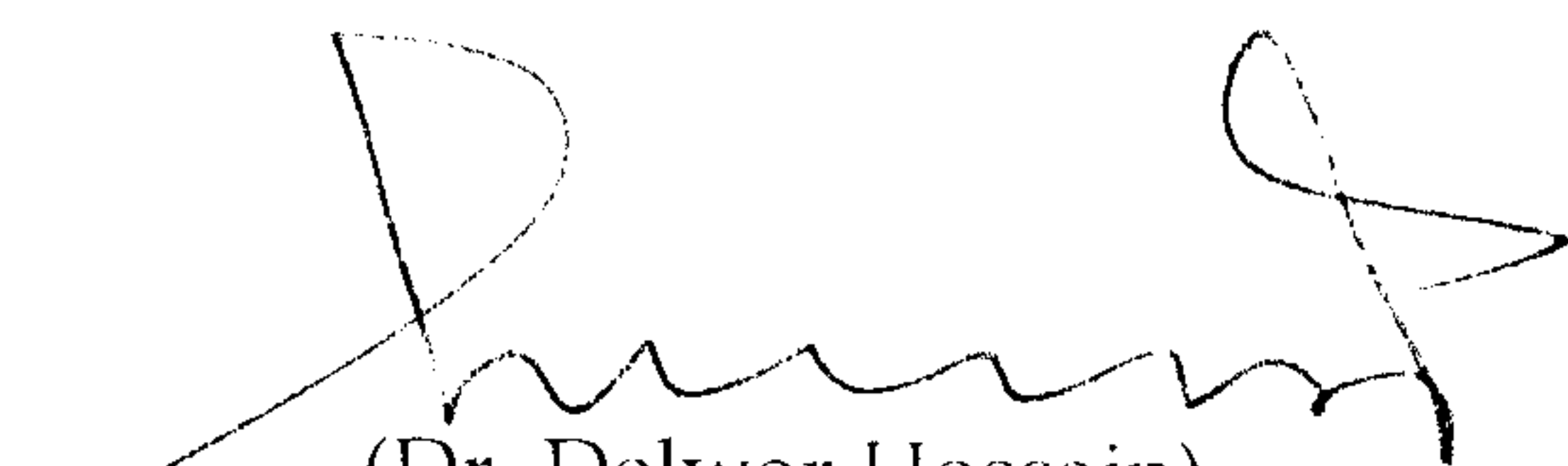


Government of the People's Republic of Bangladesh  
Ministry of Finance  
Economic Relations Division  
Secretary's Office  
Sher-e-Bangla Nagar, Dhaka-1207

Office Memo

This is to notify that Mr. Kazi Shofiqul Azam, Secretary, ERD will attend the "322<sup>rd</sup> Board Meeting of Executive Directors of IDB" to be held from 23 to 25 December 2017 in Jeddah, Saudi Arabia.

2. The Secretary will leave the capital for Dubai (en route to Jeddah, KSA) at 0045 hrs on 22 December 2017 and is expected to return at 1015 hrs on 27 December 2017 from Jeddah, Saudi Arabia (via Dubai).

  
(Dr. Delwar Hossain)  
PS to Secretary

**Distribution (not in any order):**

1. Additional Secretary/Chief & Wing Chief (All), ERD
2. Joint Secretary (Admin), ERD
3. Deputy Secretary (Protocol), ERD
4. PS to Hon'ble Finance Minister
5. Senior Systems Analyst, ICT Cell, ERD (With a request to notify through webpage/group mail)
6. Senior Assistant Secretary (Budget), ERD
7. Senior Assistant Secretary (Admin-VI), ERD
8. Accounts Officer, ERD
9. CEO, IDCOL, UTC Building, 16<sup>th</sup> Floor, 8 Panthapath, Karwan Bazar, Dhaka
10. CEO, IIFC, Road-17 (Lake Road), House-239 (1st Floor), New DOIIS, Mohakhali, Dhaka