



# BANGLADESH INSTITUTE OF GOVERNANCE AND MANAGEMENT

(Affiliated to the University of Dhaka)

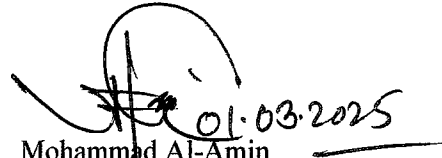
BIGM/Personnel/119/4/25-100

Date: 1 March 2025

## TO WHOM IT MAY CONCERN

Dr. Zobayer Ahmed, Associate Professor, Bangladesh Institute of Governance and Management (BIGM), has been granted the opportunity to present his research paper at the *13th ISTR Asia-Pacific Regional Conference: Civil Society's Role in Sustainability-Social, Economic Development, and the Environment* organized by the *National College of Public Administration and Governance (NCPAG), University of the Philippines–Diliman*, in collaboration with the *College of Social Sciences, University of the Philippines-Cebu* on April 23-25, 2025 under the following terms and conditions:

1. BIGM will cover only the round trip airfare for Dr. Zobayer Ahmed's travel from Dhaka to Cebu. He is requested to confirm his flight ticket as early as possible in order to minimize the of airfare cost.
2. All other expenses related to the trip will be borne by Dr. Zobayer Ahmed and/or by the organizer.
3. Upon his return to Bangladesh, he will report to BIGM immediately.
4. This order is issued upon the employee's request with the approval of the appropriate authority of BIGM.



Mohammad Al-Amin  
Additional Director  
(Managerial Services)

Telephone: 880-2-223374040-44 Ext: 128

Email: m.alamin@bigm.edu.bd

### Distribution:

- 1) H.E. Ambassador, Embassy of the Republic of the Philippines, Dhaka/H.E. Ambassador, Embassy of the People's Republic of Philippines, Manila
- 2) Director General, Department of Immigration and Passports, Dhaka
- 3) Director, Hazrat Shahjalal International Airport, Dhaka
- 4) Associate Director, BIGM
- 5) Wing Chief (Academic), BIGM
- 6) Dr. Zobayer Ahmed, Associate Professor, BIGM
- 7) Deputy Director (Admin & Finance), BIGM
- 8) IT Officer (with a request to display this notification in BIGM website), BIGM
- 9) PS to Director (for kind information to the Director), BIGM
- 10) Accounts Officer, BIGM
- 11) Office copy/Personnel file.