
Government of the People's Republic of Bangladesh
Roads and Highways Department Training Centre

Darussalam Road, Paikpara, Mirpur, Dhaka-1216. Tel : 44804201 email: rhdtc.gov@gmail.com

Memo: 35.01.0000.165.25.193.23-217

Date: 05 December 2023

To

The Participants as per attached list

Subject: Online Training Programme on "Rules and regulations related to Annual Confidential Report (ACR)" under Government Acts, Rules & Ethics and Administrative Activities Module (Batch-1)

This is to inform that RHD Training Centre is going to organize the above mentioned training programme through online platform (Zoom) on **10 December, 2023**. You have been selected as a participant for the said programme.

You are requested to join the Online Training Programme through the provided Zoom link within 09:30 am on 10 December, 2023.

Organized by : RHD Training centre, Paikpara, Mirpur, Dhaka-1216.

Training Platform: Zoom

Date: 10 December 2023

Time: 09:30am - 11:30am

Meeting ID: 83587231450

Passcode: 1234

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Rehana Haque 08-22-20

Id no: 001037

Superintending Engineer

RHD Training Centre

Mirpur, Dhaka.

Phone: 44804201

Email:serhdtc@rhd.gov.bd

Copy forwarded for kind information to: (Not according to seniority)

- 1) Chief Engineer, Roads & Highways Department, Sarak Bhaban, Tejgoan, Dhaka.
- 2) Additional Chief Engineer, RHD, Management Services Wing, Sarak Bhaban, Tejgoan, Dhaka.
- 3) Additional Chief Engineer, RHD,
- 4) Superintending Engineer, RHD, Administration & Establishment Sarak Bhaban, Tejgoan, Dhaka.
- 5) Superintending Engineer, RHD,
- 6) Deputy Secretary, Coordination and Training Section, Road Transport & Highways Division
- 7) **Senior System Analyst, Senior System Analyst Circle. (with request for publishing this letter on RHD website.)**
- 8) Chief Accounts officer, Ministry of Road Transport & Bridges, Segun bagicha, Dhaka.
- 9) Executive Engineers, RHD,
- 10) Office Copy.

Darussalam Road, Paikpara, Mirpur, Dhaka-1216. Tel : 44804201 email: rhdtc.gov@gmail.com

Subject: Online Training Programme on "Rules and regulations related to Annual Confidential Report (ACR)" under Module Government Acts, Rules & Ethics and Administrative Activities (Batch-1)

Duration: 1 Day. Date: 10 December 2023

Organized by: RHD Training centre

Time: 09:30am -11:30pm

Training Platform: Zoom

Meeting ID: 83587231450

Passcode: 1234

List of the Participants (Not according to seniority):

Sl. No	Division	Participants
1.	Technical Services Wing	Additional Chief Engineer, Superintending Engineer (All)
2.	Planning & Maintenance Wing	Additional Chief Engineer, Superintending Engineer (All)
3.	Management Services Wing	Additional Chief Engineer, Superintending Engineer (All)
4.	Bridge Management Wing	Additional Chief Engineer, Superintending Engineer (All)
5.	Mechanical Wing	Additional Chief Engineer, Superintending Engineer (All)
6.	Dhaka [Zone Office]	Additional Chief Engineer, Superintending Engineer (All)
7.	Cumilla [Zone Office]	Additional Chief Engineer, Superintending Engineer (All)
8.	Chattogram [Zone Office]	Additional Chief Engineer, Superintending Engineer (All)
9.	Rajshahi [Zone Office]	Additional Chief Engineer, Superintending Engineer (All)
10.	Rangpur [Zone Office]	Additional Chief Engineer, Superintending Engineer (All)
11.	Barishal [Zone Office]	Additional Chief Engineer, Superintending Engineer (All)
12.	Gopalganj [Zone Office]	Additional Chief Engineer, Superintending Engineer (All)
13.	Khulna [Zone Office]	Additional Chief Engineer, Superintending Engineer (All)
14.	Mymensingh [Zone Office]	Additional Chief Engineer, Superintending Engineer (All)
15.	Sylhet [Zone Office]	Additional Chief Engineer, Superintending Engineer (All)
16.	All Projects	Project Director (ACE/SE) All , Additional Project Director (APD / SE) All



Training Schedule

Subject : Online Online Training Programme on “Rules and regulations related to Annual Confidential Report (ACR)” under Module Government Acts, Rules & Ethics and Administrative Activities (Batch-1)

Organized by : RHD Training Centre, Paikpara, Mirpur, Dhaka-1216.

Date : 10 December 2023

Time : 09:30am - 11:30am

Date: 10/12/2023

Time	Duration	Topics	Participants	Facilitator
9.30-11.30	02 Hours	Rules and regulations related to Annual Confidential Report (ACR)” under Module Government Acts, Rules & Ethics and Administrative Activities	Additional Chief Engineer(All), Superintending Engineer (All)	Shelina Khanam Joint Secretary Ministry of Public Administration (MOPA)



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Rehana Haque

Id no: 001037

Superintending Engineer

RHD Training Centre

Mirpur, Dhaka.