
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: 35.01.0000.165.25.193.23-218

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-2)

This is to inform that RHD Training Centre is going to organize the above mentioned training programme through online platform (Zoom) on **11 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 9.30am on 11 December, 2023.

Organized by : RHD Training centre, Paikpara, Mirpur, Dhaka-1216.
Training Platform: Zoom
Date: 11 December 2023
Time: 9.30am - 11.30am
Meeting ID: 88056823560
Passcode: 1234

২৩ ডিসেম্বর ২৩
Rehana Haque *০৫-১২-২৩*
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 Engineer, 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-2)

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

Training Platform: Zoom

Date: 11 December 2023

Time: 9.30am - 11.30am

Meeting ID: 88056823560

Passcode: 1234

List of the Participants (Not according to seniority):

Sl. No	Division	Participants
1.	Technical Services Wing	Executive Engineers(All)
2.	Planning & Maintenance Wing	Executive Engineers(All)
3.	Management Services Wing	Executive Engineers(All)
4.	Bridge Management Wing	Executive Engineers(All)
5.	Mechanical Wing	Executive Engineers(All)
6.	Dhaka [Zone Office]	Executive Engineers(All)
7.	Cumilla [Zone Office]	Executive Engineers(All)
8.	Chattogram [Zone Office]	Executive Engineers(All)
9.	Rajshahi [Zone Office]	Executive Engineers(All)
10.	Rangpur [Zone Office]	Executive Engineers(All)
11.	Barishal [Zone Office]	Executive Engineers(All)
12.	Gopalganj [Zone Office]	Executive Engineers(All)
13.	Khulna [Zone Office]	Executive Engineers(All)
14.	Mymensingh [Zone Office]	Executive Engineers(All)
15.	Sylhet [Zone Office]	Executive Engineers(All)
16.	All Projects	Project Manager (PM) / EE, Deputy Project Director (DPD)/EE (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-2)

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

Date : 11 December 2023

Time : 09. 30am – 11.30 am.

Date: 11/12/2023

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	Executive Engineers (All)	Shelina Khanam Joint Secretary, Ministry of Public Administration (MOPA)



২৩ ডিসেম্বর ২০২৩
Rehana Haque
Id no: 001037
Superintending Engineer
RHD Training Centre
Mirpur, Dhaka.