
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: 35.01.0000.165.25.193.23.219

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-3)

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 2.00pm on 11 December, 2023.

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

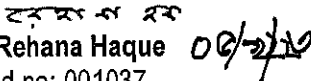
Training Platform: Zoom

Date: 11 December 2023

Time: 2.00pm - 4.00pm

Meeting ID: 88927933410

Passcode: 1234


Rehana Haque
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) Sub-Divisional Engineers RHD,
- 11) Assistant Engineers RHD,
- 12) Office Copy.

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Roads and Highways Department Training Centre

RHDTC

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-3)

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Training Platform: Zoom

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List of the Participants (Not according to seniority):

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

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

Date : 11 December 2023

Time : 2. 00pm – 4.00 pm.

Date: 11/12/2023

Time	Duration	Topics	Participants	Facilitator
2.00-4.00	02 Hours	Rules and regulations related to Annual Confidential Report (ACR)” under Module Government Acts, Rules & Ethics and Administrative Activities	Sub divisional Engineers (All), Assistant Engineers (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.