

**Office of the  
Comptroller & Auditor General of Bangladesh  
“Audit Bhaban”  
77/7 Kakrail, Dhaka-1000.**

No. CAG/GB-1/MUNA-274(83)/Part-32/317

Dated: 11-12-2017

**Office Order**

The Comptroller and Auditor General of Bangladesh is pleased to accord sanction of the formation of Mission Audit Team no. 25/2017-18 for auditing Bangladesh Mission, Cairo and Warshaw with the following officers as per the schedule given below:

Party No.	Name and designation of officers	Name of the Mission to be audited	Period of accounts to be audited	Audit programme	Working days	Weekly and other holidays
1	2	3	4	5	6	7
25/2017-18	1. Ms. Mahbuba Khatoon Minu, Chief Accounts Officer, Ministry of Education, Dhaka.  2. Ms. Ronock Sufia Afsara Rahman, Joint Finance Controller, Office of the Senior Finance Controller (Navy), Dhaka.	<u>Departure for Cairo : 03/02/2018</u>				
		1. Bangladesh Mission, Cairo, Egypt.	7/16 to 6/17	04-02-2018 to 20-02-2018	13 Days	09/2, 10/2, 16/2, 17/2 = 04 Days
		<u>Departure for Warshaw : 21/02/2018</u>				
		2. Bangladesh Mission, Warshaw, Poland.	4/15 to 6/17	22-02-2018 to 13-03-2018	14 Days	24/2, 25/2, 3/3, 4/3, 10/3, 11/3 = 06 Days
		<u>Departure for Dhaka: 14/03/2018</u>				

**Conditions:**

1. If the number of working days reduces due to holidays or any other reasons then audit has to be completed within the stipulated time through internal arrangement.
2. No change can be made in the audit programme without the prior approval of the Comptroller and Auditor General of Bangladesh and no ex-Bangladesh leave can be availed without prior approval.
3. This order is issued in accordance with the authority given in the paragraph 6(a) of the memo no. 03.069.025.06.00.003.2011-144(500) date: 19-06-2011 of the Prime Minister's office.
4. Audit team members are advised to inform their whereabouts to this office immediately after arrival at the auditee station.

*Sd/xxx*

**Md. Naoshad Hossain**

Addl. Deputy Comptroller & Auditor General(Admin)

Phone : 9331171

Email:naoshad1971@hotmail.com

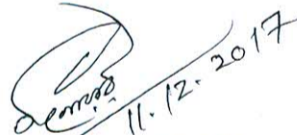
*Please turn over*

No. CAG/GB-1/MUNA-274(83)/Part-32/850

Dated: 11-12-2017

**Copy for information and necessary action to (not in order of seniority):**

01. Secretary, Ministry of Home Affairs, Bangladesh Secretariat, Dhaka.
02. Secretary, Finance Division, Ministry of Finance, Bangladesh Secretariat, Dhaka.  
(attention: Deputy Secretary, **Administration**).
03. Secretary, Ministry of Foreign Affairs, Dhaka. (With a request to issue note verbal to the concerned missions in Bangladesh for VISA).
04. Controller General of Accounts, Segunbagicha, Dhaka.
05. Controller General of Defence Finance, Segunbagicha, Dhaka.
06. Deputy Comptroller and Auditor General (Senior), Office of the C&AG, Dhaka.
07. Director General, Financial Management Academy(FIMA), Dhaka.
08. Addl. Director General (Finance), Bangladesh Railway, Rail Bhaban, Dhaka.
09. Director General, Local & Revenue/Commercial/ Railway/Works/ PT&T/Civil/Defence /Foreign Aided Project/Performance/Mission Audit Directorate, Dhaka.
10. Deputy Comptroller and Auditor General A&R/Procedure, CAG Office, Dhaka.
11. Senior Finance Controller, Army/Navy/Air/Defence Purchase/Works, Dhaka.
12. Financial Advisor & Chief Accounts officer, East/West/Project, Bangladesh Railway, Chittagong, Rajshahi, Dhaka.
13. Ms. Mahbuba Khatoon Minu, Chief Accounts Officer, Ministry of Education, Dhaka.
14. Director General, Directorate of Immigration and Passport, Agargaon, Dhaka.
15. General Manager, Foreign Exchange Policy Department, Bangladesh Bank/Sonali Bank, Local office, Motijheel, Dhaka.
16. Director, MIS, OCAg, Dhaka (with request to publish in website).
17. Ms. Ronock Sufia Afsara Rahman, Joint Finance Controller, Office of the Senior Finance Controller (Navy), Dhaka.
18. Director/Office in Charge (Immigration), Hazrat Shah Jalal (R) International Airport, Dhaka.
19. Chief Accounts officer, CAG, PSC and Election Commission, Dhaka.
20. PS to C&AG, CAG Office. Dhaka.
21. Audit and accounts officer, Admin/GB-1/IAW, CAG Office Dhaka.
22. Office Copy/Guard file.

  
(Md. Monoware Ali Molla)  
Audit & Accounts Officer  
GB-1 Section.