

No-05.01.2672.140.25.090.18-87

Date: 7 October 2018

Office Order

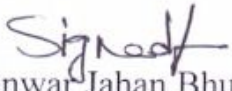
The following members of the faculty are nominated as Rapporteurs to cover the whole program of “1st Policy Dialogue for the Senior Secretaries/Secretaries to the Government” to be held on 11-12 October, 2018 at BPATC. The panel will also work as Editorial Board for preparing and editing the Policy Dialogue Proceeding. The ToR has specified below for their kind information.

Sl. No.	Name and Designation (Not as per Seniority)	Responsibility
1.	Dr. Md. Mizanur Rahman, Director	Convenor/Editor
2.	Dr. Mehedi Masud, Deputy Director	Member
3.	Dr. Md. Moshiur Rahman, Deputy Director	Member
4.	Md. Morshed Alom, Ph.D., Senior Research Officer	Member-Secretary

2. Terms of References (ToR) of Rapporteurs cum Editorial panel for 1st Policy Dialogue.

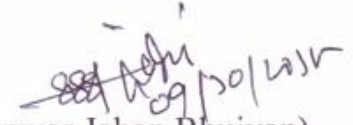
- i. Recording event-wise (Academic) full verbatim of the 1st Policy Dialogue and preparing transcript of the program;
- ii. Preparing a detailed report (in the form of conference proceeding) on the 1st Policy Dialogue;
- iii. Summarizing the whole dialogue;
- iv. Working as the editorial panel and preparing final draft of Policy Dialogue Proceeding for publication within one month of the program;
- v. Other responsibilities related to Policy Dialogue, if devolved by Rector of the Centre.

3. The office order has been issued on the approval of competent authority.


(Md. Sanwar Jahan Bhuiyan)
Director (PPR)
Phone: 7746607
Email: ppr.bpatc@gmail.com

Distribution for necessary action/kind information (not as per seniority)-

1. CMT of 1st Policy Dialogue, BPATC, Savar, Dhaka;
2. MDS (All), BPATC, Savar, Dhaka;
3. Director (All), BPATC, Savar, Dhaka;
4. Mr/Ms., BPATC, Savar, Dhaka;
5. Programmer, BPATC, Savar, Dhaka (Please upload on the BPATC's website);
6. P. S. to Rector, BPATC, Savar, Dhaka. (For kind information of the Rector);
7. Office Copy.


(Md. Sanwar Jahan Bhuiyan)
Director (PPR)