



## National Human Rights Commission

BTMC Bhaban (9<sup>th</sup> Floor), 7-9 Karwan Bazar, Dhaka 1215

E-mail: [info@nhrc.org.bd](mailto:info@nhrc.org.bd), Website: [www.nhrc.org.bd](http://www.nhrc.org.bd)

Memo: 55.12.0000.104.25.001.20-2649

Date: 07<sup>th</sup> November 2024

### **OFFICE ORDER (G.O)**

**Subject: Participation in the '13<sup>th</sup> United Nations Forum on Business and Human Rights-2024' in Geneva, Switzerland.**

Mr Kazi Arfan Ashik, Director (Administration and Finance), National Human Rights Commission; Bangladesh (NHRCB) will visit Geneva, Switzerland from 23-28 November 2024 to participate in the 13<sup>th</sup> United Nations Forum on Business and Human Rights-2024 organized by Office of the High Commissioner on Human Rights (OHCHR).

02. This is an official tour. The entire expenses will be borne by the 'Strengthening Institutions, Policies and Services (SIPS)' project of UNDP and there is no financial involvement of NHRC in this tour.

03. He will leave Dhaka on 23<sup>rd</sup> November 2024 and return on 28<sup>th</sup> November 2024 or in the nearest possible time.

04. During the tour he will be treated as on duty.

  
07.11.2024  
Sebastin Rema

Secretary (Joint Secretary)

Phone: +88-02-55013716 (Office)

Email: [secretary@nhrc.org.bd](mailto:secretary@nhrc.org.bd)

#### **Distribution (For information and necessary action):**

1. Cabinet Secretary, Bangladesh Secretariat, Dhaka/ Principal Secretary to the Honorable Chief Adviser, Chief Adviser's office, Dhaka.
2. Secretary, Ministry of Foreign Affairs, Dhaka.
3. Secretary, Legislative and Parliamentary Affairs Division, Ministry of Law, Justice and Parliamentary Affairs, Bangladesh Secretariat, Dhaka.
4. H. E. Ambassador of Switzerland in Bangladesh.
5. H. E. Ambassador of Bangladesh in Switzerland.
6. Director General, Immigration and Passport, Dhaka.
7. Kazi Arfan Ashik, Director (Admin and Finance), NHRCB
8. Project Manager, Strengthening Institutions, Policies and Services (SIPS)' project, UNDP (for necessary support and actions)
9. Mr. Mohammad Touhid Khan, Deputy Director, NHRCB (Request to publish to NHRC website).
10. Immigration Officer, Hazrat Shajalal International Airport, Dhaka.
11. PS to the Chairman, NHRCB.
12. Office Copy.