



Bangladesh Civil Service Administration Academy
Shahbag, Dhaka-1000

3rd Course on Governance and Innovation

(12-16 November 2017)

Daily Schedule (Day - 4)

Day : Wednesday

Date : 15.11.2017

Time	Topic	Code	Speaker/organizer	Venue
07:45-08.45	Breakfast	-	PMC	D-1
09:00-09.55	Protocol and Circuit House Management	-	Mr Mohammad Salah Uddin DC, Dhaka	Class Room-416
10:05-11:00	Work Plan Preparartion		CMT	-Do-
11:05-11:25	Tea Break		PMC	D-1
11:25-12:20	Role as Coordinator	-	Mr M Bazlul Karim Chaudhury Divisional Commissioner, Dhaka	Class Room-416
12:30-13:25	-Do-		-Do-	-Do-
13:30-14:30	Prayer & Lunch	-	-	-
14:30-15:25	Inspection of Different Offices		Mr Md Zahir Uddin Ahmed, NDC Chairman, Bangladesh Tariff Commission	Class Room-416
15:35-16:30	Police-Magistracy Relations & Civil-Military Relations		-Do-	-Do-
16:30-17:00	Tea Break		PMC	D-1

*This Schedule is subject to change

*Dress Code Male : Full-sleeve shirt with necktie/sherwani, black pant and black shoe

*Dress Code Female : Saree and toe covered shoe

Towhidul Islam

Course Coordinator

3rd Course on Governance and Innovation

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Copy to :

1. All Faculty Members
2. Manager of the day, 3rd Course on Governance and Innovation
3. PS to Rector for respected Rector's kind information
4. Class Attendant
5. All notice boards
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(12-16 November 2017)

Daily Schedule (Day - 5)

Day : Thursday

Date : 16.11.2017

Time	Topic	Code	Speaker/organizer	Venue
07:45-08.45	Breakfast	-	PMC	D-1
09:00-09.55	Presentation on Work Plan	-	Mr N M Zeaul Alam Secretary (Coordination and Reforms), Cabinet Division	Class Room-416
10:05-11:00	-Do-	-	-Do-	-Do-
11:05-11:25	Tea Break		PMC	D-1
11:25-12:20	Course Evaluation	-	Dr Kamruzzaman DD (Doc & Eva), BCSSA	Class Room-416
12:30-13:25	Library and Store Clearance		CMT	-Do-
13:30-14:30	Prayer & Lunch	-	-	-
15:00-16.00	Closing Ceremony	-	CMT	Seminar Hall
16:00-16:30	Light Refreshment	-	-Do-	Lobby “

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