



South Asian
Association
for Regional
Cooperation

SAARC Agriculture Centre (SAC)

Agricultural Knowledge & Information Hub in South Asia

Ref.: SAC No. 879/26/102

Date: 07.06.2026

OFFICE ORDER

Sub: *Approval to travel Tokyo, Japan to participate the Regional Workshop for WOAHA Focal Points for Aquatic Animals and the 5th Meeting of the ad hoc Steering Committee on Regional Collaboration Framework on Aquatic Animal Health in Asia and the Pacific during 7-10 July 2026 and visit to the lab and research program in Kyoto University of Advanced Science (KUAS) from 11-16 July 2026.*

It is being circulated that the following official of SAARC Agriculture Centre (SAC) is permitted to participate the said programs organize by WOAHA & KUAS in Tokyo, Japan during 7-16 July 2026, under the following terms and conditions;

1. Dr. Md. Shariful Islam, Senior Program Specialist (Fisheries), SAARC Agriculture Centre, Dhaka (Passport No. A14382616)
2. Terms & Conditions:
 - a) Duration of the Program including the transit time will be treated as on duty.
 - b) He will draw his pay and allowances in local currency, no part of it shall be drawn in foreign currency.
 - c) There is no financial involvement from SAC. The air fare, DA and other expenditures (if there any) shall be borne by the organizer i. e. WOAHA & KUAS.
 - d) He will leave Bangladesh for Japan on 5th July 2026 and leave Japan for Bangladesh on 17th July 2026.
 - e) He will not be allowed to stay abroad more than the approved period.
 - f) Dr. Md. Shariful Islam will have to submit a report to undersign within 3 (three) working days after return from the abroad.


07/06/2026
(Dr. Md. Harunur Rashid)
Director, SAC

Dr. Md. Shariful Islam
Senior Program Specialist (Fisheries)
SAARC Agriculture Centre
Dhaka, Bangladesh

Copy for information to:

1. H.E Ambassador, Embassy of the Government of Japan, Dhaka, Bangladesh
2. Director General (Consular & Welfare Wing), Ministry of Foreign Affairs, Dhaka, Bangladesh
3. Officer in Charge, Immigration, Hazrat Shahjalal (R.) International Airport, Dhaka, Bangladesh
4. Senior Finance Officer, SAARC Agriculture Centre, Dhaka, Bangladesh
5. Master copy
6. Office copy