



## Japan External Trade Organization

Official Trade & Investment Promotion Agency, Government of Japan

JETRO Dhaka, I-K Tower (3rd Floor), Plot # Cen (A)-2, North Avenue, Gulshan-2, Dhaka-1212, Bangladesh

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**Mr. Abu Hena Md. Rahmatul Muneem**

June 11, 2023

Chairman

National Board of Revenue, Segun Bagicha, Dhaka

Dear Mr. Rahmatul Muneem,

I am very pleased to write this letter to you. I would like to ask you to nominate a government official as a candidate for the 2023/2024 training program of IDE-JETRO, a research institute affiliated with JETRO.

IDEAS Training Program aims to develop the capacity of the government officials, who are engaged in the policymaking related to trade and investment in the emerging and developing countries in Asia and Africa, to deepen the understanding on free and fair-trade rules.

Since 2020, most of the programs have been conducted online due to the COVID-19 infection. However, in response to the improvement in the situation, short-term invitation program to Japan resumed from last year. We combine online study in respective countries and in-person program in Japan. We are planning to offer two courses; Course O-A includes 52 classes with writing a research paper, and Course O-B 52 classes without writing a thesis. Duration of the whole program is from **1st September 2023 to 20th January 2024**. Fellows or their organizations are kindly required to prepare PCs, tablets and other devices, and to bear expenses for joining the program (excluding travel expenses to Japan). During the training period, your kind organization is required to cooperate in time management and work coordination so that the fellow can easily participate in the training. For more details, please kindly refer to the Lecture Lists, the Note on Application and Selection and the other documents.

As I mentioned above, I would greatly appreciate it if you could pass on the information about our program to officials in your organization and nominate a candidate for our program. Please send the application forms and other documents through your organization by **June 22, 2023 to JETRO Dhaka office.**

### **JETRO Dhaka**

Address: I-K Tower 3rd Floor, Plot No. CEN(A)-2, North Avenue, Gulshan-2, Dhaka-1212

### **Contact Point:**

Mr. Sheikh Md. Shariful Alam, Senior Director, JETRO Dhaka Mobile, 0191-91-99884, [shariful\\_alam@jetro.go.jp](mailto:shariful_alam@jetro.go.jp)

Thank you very much for your cooperation. If you have any questions, please feel free to contact us.

I look forward to hearing from you in due course.

Yours sincerely,

Yuji ANDO

Country Representative

JETRO Dhaka

Cell: 01938-855134

### **Enclosure:**

1. Cover Letter from IDEAS
2. Note on Application/Criteria of Applicant
3. IDEAS Program (Online Training) Regulations
4. Curriculum for Overseas Fellows
5. IDEAS Training Program (online) 2021/2022 Application Form
6. Letter of Reference