

**Training Course**  
**on**  
**Public Financial Management**

**Course Completion Report**  
**16-20 September 2018**



**National Agriculture Training Academy (NATA)**  
**Ministry of Agriculture**  
**[www.nata.gov.bd](http://www.nata.gov.bd)**

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# **Training Course On Public Financial Management**

**16-20 September 2018**

## **Course Management Team**

- Course Advisor : **Dr. Md. Abu Sayeed Miah**  
Director General  
NATA, Gazipur
- Course Director : **Dr. Md. Abu Sayeed Miah**  
Director (Training)  
NATA, Gazipur
- Course Coordinator : Ranjit Kumar Pal  
Deputy Director  
(Agril. Machinery & Water Mgt.)  
NATA, Gazipur
- Asst. Course Coordinator :  
1. Sharmin Jui  
Senior Assistant Director  
(Biotechnology)  
NATA, Gazipur  
2. Hafsha Khatun  
Senior Assistant Director  
(Genetics & Plant Breeding)  
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-

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## 1. Introduction:

Public Financial management training course has a demand for different organizations now a day. Many DDOs/Managers have been facing problems in implementing financial rules due to having inadequate knowledge about rules, regulations, audit and budgeting. In order to improve financial proficiency of government officials under the MoA. The training course entitled public financial management has been designed. As a result participants will be equipped with intellectual inputs and developing their skills on implementing financial rules and regulations.

## 2. Course Objective

The training manual is prepared for the participants working in different organizations under the Ministry Agriculture (MoA) and responsible for performing financial management. The training program will equip them with necessary knowledge and skills on financial planning, budget implementation procedure, audit claims, tax management, public procurement and personnel management.

## 3. Duration of the Course:

Five (5) daylong training course started from 10 September to 20 September 2018.

## 4. Course Content

| SL.No. | Topics  |
|--------|---|
| 1      | Preparation of non development & development budget under MTBF        |
| 2      | Delegation of financial powers of non development & development       |
| 3      | Fund release procedure non development & development expenditure      |
| 4      | Fiscal policy and macro economic framework of Bangladesh              |
| 5      | Monetary policy of Bangladesh and its relationship with fiscal policy |
| 6      | PPA-2006 and PPR-2008 with latest circular                            |
| 7      | Salient features of public finance and Budget Management Act 2009     |
| 8      | Preparation of PPNB   |
| 9      | Right to information Act 2009   |
| 10     | Tax & VAT management in Banladesh                                     |
| 11     | Self assesment of income tax (Group Work)                             |
| 12     | Public Servent and Anti-corruption Act                                |
| 13     | Salient feature of general financial rules                            |
| 14     | Salient feature treasury rules  |
| 15     | Accounting & Auditing system in BD                                    |
| 16     | Audit procedure, settlement & observation                             |
| 17     | TA & DA rules with latest circular                                    |
| 18     | SDG & NIS in relation with developmet in BD                           |
| 19     | Different kinds of allowance  |
| 20     | Pension and Gratuity  |
| 21     | Pension sahojijoron and preparation of pension papers                 |
| 22     | GPF,CPF,BF,GI rulrs and benefits of them for Govt. servants           |

## 5. Training Methods & Materials:

- Lecture
- Discussion
- Exercise
- Group Work
- Practical work and
- live coaching.

## 6. Sports & Recreation:

There is a playground, a tennis court and a volley ball court in NATA campus. So the participants can avail the opportunity to play sports in that areas. There is also a recreation room with color T.V in the dormitory. The daily newspapers are also available in the recreation room for the participants.

## 7. Distribution of Certificate

The certificates are distributed among the participants after successfully completion of the training

### Participants of course..... (annexure-01) “Public Financial Management”

| SL. | Name                     | Designation and Organization  | Mobile No.  | Email                         |
|-----|--------------------------|---|-------------|-------------------------------|
| 1.  | MD. OHIDUZZAMAN KHAN     | Accouns Officer, BSRI, Ishuardi, Pabna                                    | ০১৭৩২৬৬৩৬২৮ | ohiduzzamanbsri@gmail.com     |
| 2.  | MOHAMMAD YOUNUS ALI      | Senior Assistant Director, Finance and Accounts Branch, BARI, Gazipur     | ০১৭০৬০২৪৫৬৮ |                               |
| 3.  | MD. MESBAHUL MILLAT      | Audit Officer, Finance and Accounts Branch, BARI, Gazipur                 | ০২৫৫৮৭১২৮১৩ | millatmesbahul@yahoo.com      |
| 4.  | MD. SHIFUL ISLAM         | Scientific Officer, SRDI, Moulvibazar                                     | ০১৯১২৯৬৫৮৯৯ | shiful133@gmail.com           |
| 5.  | dr. MOHAMMOD HOSSAIN     | Principal Scientific Officer, BRRI, Regional Office, Barisal              | ০১৭১২১৭৮৬৫৭ | hossainmbd@yahoo.com          |
| 6.  | MD. GOLAM KIBRIA BHUIYAN | Senior Scientific Officer , FMPHT Division, BRRI                          | ০১৭১৭৯০২৫১৬ | Kibria_1971@yahoo.com         |
| 7.  | MD. MOSTAFIZUR RAHMAN    | Assistant Engineer, BMDA, Naogaon Zone                                    | ০১৭১৮৮৬৩৯৯৬ | ae_naogaon_naoga1@bmda.gov.bd |
| 8.  | MD. ABDULLAH-HIL - KAFI  | Regional Agriculture Information Officer, AIS, Regional, Office, Rajshahi | ০১৮১৯৯২২৬১৩ | rajshahi@ais.gov.bd           |
| 9.  | MD. MOZADDID AL SHAMIM   | Chief Cotton Development Officer, CDB, Rajshahi Zone, Rajshahi            | ০১৭১৯৬১২৫২৮ | moalshamim@gmail.com          |
| 10. | SHEFALI RANI MOZUMDER    | Chief Cotton Development Officer, CDB, Mymensingh Zone, Mymensingh        | ০১৭১১০২০০২৩ | ccdomyncdb@gmail.com          |
| 11. | MD. AL IMRAN             | Agriculture Extension Officer, Chatmohar, Pabna                           | ০১৭২৮৫০৬৩১০ | Imransau07@gmail.com          |
| 12. | SARKER SHAFI UDDIN AHMED | Chief Instructor, ATI, Ishurdi,Pabna                                      | ০১৯৮৪৫৮০৯৭৪ | Ish.principalti@yahoo.com     |
| 13. | SHARMIN JAHAN            | Agriculture Extension Officer, Bhangura, Pabna                            | ০১৭২৯৮৯১৩৩৩ | Shar,omkajam912@gmail.com     |

|     |                        |  |             |                           |
|-----|------------------------|--|-------------|---------------------------|
| 14. | MD. ANWAR HUSSAIN      | Agriculture Extension Officer, Sadar, Faridpur                             | ০১৭১৭৬৮৫২২৯ | Anwarsau06@gmail.com      |
| 15. | MD. RUBEL HUSAN        | Agriculture Extension Officer, Sadar, Panchagarh                           | ০১৭১৭৫০৬৮৮০ | husanrubel@gmail.com      |
| 16. | SUSHAN CHOWHAN         | Scientific Officer and Officer In-charge, BINA Sub-station, Magura         | ০১৭১১৩৬২২৫৩ | Sushan04@yahoo.com        |
| 17. | RAZIA SULTANA          | Scientific Officer, Agricultural Economics Division, BINA, Mymensingh      | ০১৭১৬২৮২৮৩৭ | Razia1227@yahoo.com       |
| 18. | DR. MD. MAJIBAR RAHMAN | Senior Scientific Officer, BJRI, Jute Research Regional Station, Faridpur  | ০১৭১২৬৮৯৩৪৯ | bjrifaridpur@gmail.com    |
| 19. | MD. ATIKUL ISLAM       | Assistant Director (CC), Kalyan fund branch, BJRI, Dhaka                   | ০১৭২৪৩৬৩২৭৩ | Atiqul201116@gmail.com    |
| 20. | FAUZIA AFROZ           | Seed Analyst, Regional Seed Certification Office, Dhaka Region, Dhaka      | ০১৭২৬২১৬৯৫৬ | fauziaafroz@yahoo.com     |
| 21. | MD. SAFAT ZAMAN PANIR  | Seed Certification Officer, District Seed Certification Office, Munshiganj | ০১৭২১৩১৮০০৮ | Ponirsadia@gmail.com      |
| 22. | REBEKA LAIZU           | Assistant Manager, Finance Division, BADC, Agriculture Building, Dhaka     | ০১৯১১৭৬৫৮৪০ | rebeka.laizu@yahoo.com    |
| 23. | SALINA AKTER           | Assistant Controller, Audit Division, BADC, Agriculture Building, Dhaka    | ০১৯১১০৬৫৭৭৯ | salinaakterbadc@gamil.com |
| 24. | ANINDITA ROY           | Agriculture Extension Officer, Harirampur, Manikganj                       | ০১৭২৬৭২৭২২৬ | nexus.anindita@gmail.com  |
| 25. | NIAZ MOHAMMAD MITHUN   | Agriculture Extension Officer, Sadar, Manikganj                            | ০১৭০১২৩১৯৪৮ | niaz.mithun@yahoo.com     |

(Annexure- II)  
Resource Person & Guest Speaker

| SL NO. | Name of the speakers   | Designation              | Mobile NO.  |
|--------|------------------------|--------------------------|-------------|
| 01     | Md. Abdur Rouf         | Addl. Secretary ,DPE     | 01552425760 |
| 02     | Md.GolamMostofa        | JS, MoF                  | 01712766272 |
| 03     | Banik GourSundar       | MDS, BPATC, Savar        | 01756595005 |
| 04     | Md. Amirul Islam       | DS, MoA                  | 01917752007 |
| 05     | KM Azaharul Islam      | DC Tax Gazipur           | 01722311357 |
| 06     | Dr. Md. Abu SayeedMiah | DD(Plant Pathology)NATA  | 01712024623 |
| 07     | Dr. Munirul Haque      | JS,Mo Fishery &Livestock | 01711430201 |

|    |                             |                     |             |
|----|-----------------------------|---------------------|-------------|
| 08 | Dr. Delwer Hossain Majumder | DD NATA             | 01855333570 |
| 09 | Paritosh Hajra              | DS, MoA             | 01711906111 |
| 10 | Md. Abdul Mazed             | DD (LR), NATA       | 01814849190 |
| 11 | Dr. Md. AklasUddin          | DD (Planning), NATA | 01716257354 |

(Annexure- II)

**Training on Public Financial Management**

**Course Schedule**

**First Day (Sunday) Date: 16/09/2018**

| <b>Time</b>     | <b>Topic</b>   | <b>Resource Speaker</b>                        |
|-----------------|--|--|
| 9.00-9.15       | Registration   | ACC & Sadiqunnahar<br>Demonstrator(Lab)        |
| 9.15-9.45       | Inauguration   | DG/Directors/Faculties/<br>Course Coordinators |
| 9.45-10.05      | Pre-evaluation   | ACC&Sdiqunnahar<br>Demonstrator(Lab)           |
| 10.05-<br>11.05 | Preparation of non-development &<br>development budget under MTBF        | Md. Abdur Rouf<br>Addl. Secretary ,DPE         |
| 11.05-          | Tea Break  |  |
| 11.20-<br>12.20 | Delegation of financial powers development<br>and non- development       | Do   |
| 12.20- 1.20     | Fund release procedure of non-development &<br>development expenditure   | Do   |
| 1.20-1.45       | Prayer   |  |
| 1.45-2.15       | Lunch  |  |
| 2.15-3.15       | Fiscal policy and macro-economic framework<br>of Bangladesh              | Md.GolamMostofa<br>JS, MoF                     |
| 3.15-4.15       | Monetary Policy of Bangladesh and its<br>relationship with fiscal policy | Do   |
|                 |  |  |

**Second day (Monday) Date: 17/09/2018**

|             |  |                                       |
|-------------|--|---------------------------------------|
| 9.00-9.15   | Review of previous day                     | ACC                                   |
| 9.15-10.15  | PPA-2006 and PPR-2008 with Latest Circular | Banik GourSundar<br>MDS, BPATC, Savar |
| 10.15-11.15 | PPA-2006 and PPR-2008 with Latest Circular | Do                                    |
| 11.15-11.30 | Tea Break                                  |                                       |
| 11.30-12.30 | PPA-2006 and PPR-2008 with Latest Circular | Banik GourSundar<br>MDS, BPATC, Savar |

|            |  |                                       |
|------------|--|---------------------------------------|
| 12.30-1.45 | Prayer                                     |                                       |
| 1.45-2.15  | Lunch                                      |                                       |
| 2.15-4.15  | PPA-2006 and PPR-2008 with Latest Circular | Banik GourSundar<br>MDS, BPATC, Savar |

**Thir**

**d day (Tuesday) Date: 18/09/2018**

| Time        | Topic   | Resource Speaker                                  |
|-------------|---|---|
| 9.00-9.15   | Review of previous day sessions                                   | ACC   |
| 9.15-10.15  | Salient features of Public Finance and Budget Management Act,2009 | Md. Amirul Islam<br>DS, MoA                       |
| 10.15-11.15 | Preparation of PPNB   | Do  |
| 11.15-11.30 | Tea break   |   |
| 11.30-12.30 | Right to Information Act, 2009                                    | Md. Amirul Islam<br>DS, MoA                       |
| 12.30-1.45  | Prayer  | Do  |
| 1.45-2.15   | Lunch   |   |
| 2.15-3.15   | Tax & VAT management in Bangladesh                                | KM Azaharul Islam<br>DC Tax Gazipur               |
| 3.15-4.15   | Self- assessment of income tax (Group Work)                       | Do  |
| 4.15-5.15   | Public Servant and Anti-corruption Commission Act                 | Dr. Md. Abu SayeedMiah<br>DD(Plant Pathology)NATA |

**Fourth day (Wednesday) Date: 19/09/2018**

| Time         | Topic   | Resource Speaker                             |
|--------------|---|--|
| 9.00-9.15    | Review of previous day sessions                                 | ACC  |
| 9.15-10.15   | Salient features of general financial rules                     | Dr. MunirulHaque<br>JS,Mo Fishery &Livestock |
| 10.15-11.15  | Salient features of treasury rules                              | Do   |
| 11.15--11.30 | Tea Break   |  |
| 11.30-12.30  | Accounting and auditing system in Bangladesh                    | Do   |
| 12.30-1.45   | prayer  |  |
| 1.45-2.15    | Lunch   | Do   |
| 2.15—3.15    | Audit Procedures ,Settlement and observation, objection & Reply | Do   |
| 3.15-4.15    | TA and DA Rules with latest circular and roles of DDOs          |  |
| 4.15-5.15    | SDG and NSI in relation with Development of Bangladesh          | Dr. Delwer Hossain Majumder<br>DD NATA       |

**Fifth day (Thursday) Date: 20/09/2018**

| Time      | Topic                | Resource Speaker          |
|-----------|----------------------|---------------------------|
| 8.30-9.30 | Pension and Gratuity | Paritosh Hajra<br>DS, MoA |



|             |  |  |
|-------------|--|--|
| 9.30-10.30  | Pension sahojikoron and Preparation of pension papers          | Do   |
| 10.30-10.45 | Tea break  |  |
| 10.45-11.45 | GPF, CPF, BF, GI Rules and benefits of them for Govt. servants | Md. Abdul Mazed<br>DD (LR), NATA             |
| 11.45-12.45 | Different Kinds of Allowance                                   | Dr. Md. AklasUddin<br>DD (Planning), NATA    |
| 12.45-1.15  | Post evaluation and course evaluation                          | ACC&Sadiqunnahar<br>Demonstrator(Lab)        |
| 1.15-.2.15  | Lunch & Prayer   |  |
| 2.15-3.15   | Awarding of Certificate and Closing                            | DG/Directors/Faculties/Course<br>Coordinator |

The schedule may be subject to change

(Ranjit Kumar Pal)  
Deputy Director & Course Coordinator  
NATA, Gazipur. Cell : 0181860

## **Course Evaluation by the Participants .....(annexure IV)**

### **Best Training Methods choose by the participants**

1. Discussion and group exercise
2. Group wise problem solution
3. Group discussion

### **The issues that are disliked by the participants**

1. More topic to compare in time
2. Management of dining by participants
3. Arrangement of soap, towel in dormitory
4. Many information in a topic
5. One speaker in whole day
6. Not supply hand note
7. Load shedding
8. Mosquito problem
9. Arrangement of ventilation in room
10. Shortage of training schedule
11. Arrangement of more group work and field trip

### **The others associated issues they liked**

1. Topic wise expert resource persons were selected very prudently.
2. Got scope to introduce with other officers of different organizations.
3. Management of dining by mess committee
4. Time management
5. Discipline & management
6. Management of dormitory
7. Expert resource persons
8. Wi-fi facilities
9. Cooperation of NATA Authority
11. Cooperation of Course Coordinator and Asst. Course Coordinator very remarkable.

### **Provided Service Quality**

1. Neat and cleanliness facilities-80%
  2. Library facilities – 70%
  3. Audiovisual facilities – 70%
-

## **Conclusion and recommendation by the Course Management Team:**

1. Uninterrupted internet and electricity supply should be provided
  2. Training duration should be increased.
  3. Arrangement of Tour or recreation
  4. Provide more time for discussion and exercise
  5. Hard copy of manual of training course
  6. Refresher's course should be arranged
  7. Increase of honorarium
  8. Important class should be conducted in the morning
  9. Sports facilities should be available.
  10. Common room should be opened upto 12 am.
  11. Sports facilities in the morning
  12. Single room for single officer
-

**(Annexure - V)****Resource Speakers Evaluation by the participants**

| Day-1 (16.09.2018)       |  |  |  |   |  | Day-2 (17.09.2018)  |             |             |             |             |
|--------------------------|--|--|--|---|--|---|-------------|-------------|-------------|-------------|
| Parti<br>c<br>ip<br>ants | Preparatio<br>n of non<br>developm<br>ent &<br>developm<br>ent budget<br>under<br>MTBF | Delegation<br>of financial<br>powers of<br>non<br>developme<br>nt &<br>developme<br>nt | Fund<br>release<br>procedure<br>non<br>developme<br>nt &<br>developme<br>nt<br>expenditure | Fiscal<br>policy and<br>macro<br>economic<br>framewor<br>k of<br>Banglades<br>h | Monetary<br>policy of<br>Banglades<br>h and its<br>relationshi<br>p with<br>fiscal<br>policy | PPA-<br>2006<br>and<br>PPR-<br>2008<br>with<br>latest<br>circular | continued   | continued   | continued   | continued   |
|                          | Md. Abdur Rouf, Addl, Secretary, DPE   |  |  | Md. Golam Mostafa,<br>JS, MoF   |  | Banik Gour Sundar, MDS, BPATC, Savar                              |             |             |             |             |
| 1                        | 6  | 6  | 6  | 6   | 6  | 5   | 6           | 5           | 6           | 5           |
| 2                        | 6  | 5  | 6  | 6   | 6  | 6   | 6           | 6           | 6           | 6           |
| 3                        | 3  | 4  | 3  | 5   | 5  | 5   | 5           | 5           | 5           | 5           |
| 4                        | 3  | 3  | 3  | 3   | 3  | 6   | 6           | 6           | 6           | 5           |
| 5                        | 4  | 4  | 4  | 4   | 4  | 5   | 5           | 5           | 5           | 5           |
| 6                        | 5  | 5  | 5  | 4   | 3  | 4   | 5           | 5           | 4           | 4           |
| 7                        | 5  | 5  | 5  | 5   | 5  | 5   | 5           | 5           | 5           | 5           |
| 8                        | 5  | 5  | 5  | 5   | 5  | 6   | 6           | 5           | 5           | 5           |
| 9                        | 4  | 4  | 4  | 4   | 4  | 6   | 6           | 6           | 6           | 6           |
| 10                       | 5  | 5  | 6  | 5   | 5  | 6   | 6           | 6           | 6           | 6           |
| 11                       | 3  | 4  | 4  | 4   | 4  | 6   | 5           | 5           | 5           | 6           |
| 12                       | 3  | 3  | 4  | 4   | 4  | 6   | 6           | 6           | 6           | 6           |
| 13                       | 5  | 5  | 4  | 5   | 5  | 5   | 5           | 5           | 5           | 5           |
| 14                       | 5  | 5  | 5  | 5   | 5  | 6   | 6           | 6           | 6           | 6           |
| 15                       | 5  | 5  | 5  | 5   | 5  | 6   | 6           | 6           | 6           | 6           |
| 16                       | 5  | 5  | 5  | 5   | 5  | 1   | 1           | 1           | 1           | 1           |
| 17                       | 6  | 5  | 6  | 6   | 6  | 6   | 6           | 6           | 6           | 6           |
| 18                       | 5  | 5  | 5  | 5   | 5  | 6   | 6           | 6           | 6           | 6           |
| 19                       | 2  | 2  | 2  | 5   | 5  | 5   | 5           | 5           | 5           | 5           |
| 20                       | 5  | 5  | 5  | 6   | 6  | 5   | 5           | 5           | 5           | 5           |
| 21                       | 5  | 5  | 6  | 5   | 5  | 5   | 5           | 5           | 5           | 5           |
| 22                       | 4  | 4  | 4  | 5   | 5  | 5   | 5           | 5           | 5           | 5           |
| 23                       | 4  | 5  | 5  | 5   | 5  | 6   | 6           | 6           | 6           | 6           |
| 24                       | 4  | 4  | 4  | 4   | 4  | 5   | 5           | 5           | 5           | 5           |
| 25                       | 4  | 3  | 5  | 5   | 5  | 5   | 5           | 5           | 6           | 6           |
| <b>Ave.</b>              | <b>4.44</b>  | <b>4.44</b>  | <b>4.64</b>  | <b>4.84</b>   | <b>4.8</b>   | <b>5.28</b>   | <b>5.32</b> | <b>5.24</b> | <b>5.28</b> | <b>5.24</b> |

## Resource Speakers Evaluation by the participants

| Day-3 (18.09.2018) |   |                     |                               |                                    |   |  | Day-4 (19.09.2018)                         |                                |                                    |   |                                    |  |
|--------------------|---|---------------------|-------------------------------|------------------------------------|---|--|--|--------------------------------|------------------------------------|---|------------------------------------|--|
| Participants       | Salient features of public finance and Budget Management Act 2009 | Preparation of PPNB | Right to information Act 2009 | Tax & VAT management in Banlades h | Self assesment of income tax (Group Work) | Public Servent and Anti-corruption Act | Salient feature of general financial rules | Salient feature treasury rules | Accounting & Auditing system in BD | Audit procedure, settlement & observation | TA & DA rules with latest circular | SDG & NIS in relation with develop met in BD |
|                    | Md.Amirul Islam, DS, MoA  |                     |                               | Runa Akter, AC (Tax) Tongi         |   | Dr. Md. Abu Sayeed Miah, DD, NATA      | Dr. Munirul Haque, JS, MoFL                |                                |                                    |   |                                    | Dr. Delwer Hossain Majumder, DD              |
| 1                  | 4   | 4                   | 4                             | 4                                  | 4   | 4                                      | 5  | 6                              | 6                                  | 6   | 6                                  | 6  |
| 2                  | 6   | 6                   | 6                             | 4                                  | 4   | 5                                      | 6  | 6                              | 5                                  | 5   | 6                                  | 5  |
| 3                  | 6   | 6                   | 6                             | 5                                  | 4   | 6                                      | 5  | 4                              | 5                                  | 5   | 5                                  | 6  |
| 4                  | 5   | 5                   | 6                             | 4                                  | 4   | 5                                      | 4  | 5                              | 4                                  | 5   | 5                                  | 4  |
| 5                  | 6   | 6                   | 6                             | 6                                  | 6   | 6                                      | 4  | 4                              | 4                                  | 4   | 4                                  | 6  |
| 6                  | 5   | 5                   | 6                             | 5                                  | 5   | 6                                      | 5  | 5                              | 5                                  | 5   | 5                                  | 5  |
| 7                  | 6   | 5                   | 5                             | 5                                  | 5   | 5                                      | 5  | 5                              | 5                                  | 5   | 5                                  | 5  |
| 8                  | 5   | 5                   | 5                             | 5                                  | 5   | 5                                      | 5  | 5                              | 5                                  | 5   | 5                                  | 4  |
| 9                  | 4   | 4                   | 4                             | 5                                  | 5   | 5                                      | 5  | 6                              | 5                                  | 6   | 6                                  | 6  |
| 10                 | 5   | 5                   | 5                             | 5                                  | 6   | 6                                      | 6  | 6                              | 6                                  | 6   | 6                                  | 6  |
| 11                 | 6   | 6                   | 6                             | 5                                  | 5   | 6                                      | 5  | 5                              | 6                                  | 5   | 5                                  | 5  |
| 12                 | 5   | 4                   | 4                             | 4                                  | 4   | 5                                      | 6  | 6                              | 6                                  | 6   | 5                                  | 5  |
| 13                 | 5   | 5                   | 5                             | 3                                  | 3   | 3                                      | 5  | 5                              | 5                                  | 5   | 5                                  | 5  |
| 14                 | 6   | 6                   | 6                             | 5                                  | 5   | 6                                      | 5  | 5                              | 6                                  | 6   | 6                                  | 5  |
| 15                 | 5   | 5                   | 5                             | 5                                  | 5   | 5                                      | 5  | 5                              | 6                                  | 5   | 5                                  | 6  |
| 16                 | 5   | 4                   | 4                             | 5                                  | 5   | 5                                      | 5  | 5                              | 4                                  | 5   | 4                                  | 5  |
| 17                 | 4   | 3                   | 3                             | 5                                  | 5   | 5                                      | 5  | 5                              | 5                                  | 5   | 5                                  | 5  |
| 18                 | 4   | 4                   | 4                             | 5                                  | 5   | 6                                      | 5  | 5                              | 5                                  | 5   | 5                                  | 5  |
| 19                 | 4   | 5                   | 5                             | 5                                  | 5   | 5                                      | 5  | 4                              | 5                                  | 5   | 5                                  | 5  |
| 20                 | 4   | 5                   | 5                             | 5                                  | 5   | 5                                      | 5  | 5                              | 4                                  | 5   | 5                                  | 5  |
| 21                 | 5   | 5                   | 5                             | 5                                  | 5   | 5                                      | 6  | 6                              | 6                                  | 6   | 6                                  | 5  |
| 22                 | 3   | 4                   | 4                             | 6                                  | 6   | 6                                      | 5  | 5                              | 6                                  | 4   | 6                                  | 5  |
| 23                 | 5   | 5                   | 5                             | 5                                  | 5   | 5                                      | 5  | 5                              | 5                                  | 5   | 5                                  | 5  |
| 24                 | 5   | 5                   | 5                             | 5                                  | 5   | 5                                      | 6  | 6                              | 6                                  | 6   | 6                                  | 6  |
| 25                 | 5   | 5                   | 5                             | 6                                  | 6   | 6                                      | 6  | 6                              | 6                                  | 6   | 6                                  | 6  |
| <b>Ave.</b>        | <b>4.92</b>   | <b>4.88</b>         | <b>4.96</b>                   | <b>4.88</b>                        | <b>4.88</b>                               | <b>4.84</b>                            | <b>5.16</b>                                | <b>5.2</b>                     | <b>5.24</b>                        | <b>5.24</b>                               | <b>5.28</b>                        | <b>5.24</b>                                  |

## Resource Speakers Evaluation by the participants

| Day 05(20/09/2018) |                               |                         |  |   |
|--------------------|-------------------------------|-------------------------|--|---|
| Participants       | Different kinds of allowance  | Pension and Gratuity    | Pension sahojjoron and preparation of pension papers | GPF,CPF,BF,GI rulrs and benefits of them for Govt. servants |
|                    | Dr.Md. Akhlas Uddin, DD, NATA | Paritosh Hajra, DS, MoA |  | Dr. Md. Abdul Mazed, DD(LR), NATA                           |
| 1                  | 4                             | 5                       | 5  | 5   |
| 2                  | 5                             | 5                       | 5  | 5   |
| 3                  | 6                             | 6                       | 6  | 6   |
| 4                  | 6                             | 6                       | 6  | 5   |
| 5                  | 4                             | 5                       | 5  | 5   |
| 6                  | 5                             | 6                       | 5  | 5   |
| 7                  | 5                             | 6                       | 6  | 6   |
| 8                  | 6                             | 5                       | 6  | 6   |
| 9                  | 5                             | 6                       | 6  | 5   |
| 10                 | 5                             | 6                       | 6  | 6   |
| 11                 | 6                             | 5                       | 5  | 5   |
| 12                 | 5                             | 5                       | 6  | 6   |
| 13                 | 5                             | 5                       | 6  | 4   |
| 14                 | 5                             | 5                       | 5  | 4   |
| 15                 | 4                             | 5                       | 5  | 5   |
| 16                 | 6                             | 6                       | 6  | 6   |
| 17                 | 5                             | 5                       | 5  | 5   |
| 18                 | 5                             | 6                       | 6  | 5   |
| 19                 | 6                             | 6                       | 6  | 6   |
| 20                 | 5                             | 6                       | 6  | 5   |
| 21                 | 4                             | 6                       | 6  | 5   |
| 22                 | 5                             | 5                       | 5  | 5   |
| 23                 | 5                             | 5                       | 5  | 5   |
| 24                 | 6                             | 6                       | 6  | 6   |
| 25                 | 5                             | 6                       | 6  | 5   |
| <b>Ave.</b>        | <b>5.12</b>                   | <b>5.52</b>             | <b>5.6</b>   | <b>5.24</b>   |

## Pre and Post Perception/Evaluation Test.....(annexure VI)

Full Marks: 20

Time: 20minute

| Sl. No. | Name of the Trainees     | Designation and Address  | Obtained Marks |                 | Assignment (out of 10) |
|---------|--------------------------|--|----------------|-----------------|------------------------|
|         |                          |  | Pre Evaluation | Post Evaluation |                        |
| 1.      | MD. OHIDUZZAMAN KHAN     | Accouns Officer, BSRI, Ishuardi, Pabna                                     | 02             | 10              | 10                     |
| 2.      | MOHAMMAD YOUNUS ALI      | Senior Assistant Director, Finance and Accounts Branch, BARI, Gazipur      | 04             | 11              | 08                     |
| 3.      | MD. MESBAHUL MILLAT      | Audit Officer, Finance and Accounts Branch, BARI, Gazipur                  | 04             | 11              | 08                     |
| 4.      | MD. SHIFUL ISLAM         | Scientific Officer, SRDI, Moulvibazar                                      | 05             | 10              | 10                     |
| 5.      | dr. MOHAMMOD HOSSAIN     | Principal Scientific Officer, BRRI, Regional Office, Barisal               | 04             | 10              | 10                     |
| 6.      | MD. GOLAM KIBRIA BHUIYAN | Senior Scientific Officer , FMPHT Division, BRRI                           | 08             | 13              | 09                     |
| 7.      | MD. MOSTAFIZUR RAHMAN    | Assistant Engineer, BMDA, Naogaon Zone                                     | 04             | 10              | 10                     |
| 8.      | MD. ABDULLAH-HIL - KAFI  | Regional Agriculture Information Officer, AIS, Regional, Office, Rajshahi  | 03             | 11              | 10                     |
| 9.      | MD. MOZADDID AL SHAMIM   | Chief Cotton Development Officer, CDB, Rajshahi Zone, Rajshahi             | 04             | 11              | 08                     |
| 10.     | SHEFALI RANI MOZUMDER    | Chief Cotton Development Officer, CDB, Mymensingh Zone, Mymensingh         | 03             | 10              | 08                     |
| 11.     | MD. AL IMRAN             | Agriculture Extension Officer, Chatmohar, Pabna                            | 06             | 12              | 09                     |
| 12.     | SARKER SHAFI UDDIN AHMED | Chief Instructor, ATI, Ishurdi, Pabna                                      | 04             | 10              | 10                     |
| 13.     | SHARMIN JAHAN            | Agriculture Extension Officer, Bhangura, Pabna                             | 06             | 12              | 10                     |
| 14.     | MD. ANWAR HUSSAIN        | Agriculture Extension Officer, Sadar, Faridpur                             | 01             | 10              | 10                     |
| 15.     | MD. RUBEL HUSAN          | Agriculture Extension Officer, Sadar, Panchagarh                           | 04             | 11              | 09                     |
| 16.     | SUSHAN CHOWHAN           | Scientific Officer and Officer In-charge, BINA Sub-station, Magura         | 02             | 11              | 09                     |
| 17.     | RAZIA SULTANA            | Scientific Officer, Agricultural Economics Division, BINA, Mymensingh      | 03             | 12              | 10                     |
| 18.     | DR. MD. MAJIBAR RAHMAN   | Senior Scientific Officer, BJRI, Jute Research Regional Station, Faridpur  | 06             | 11              | 07                     |
| 19.     | MD. ATIKUL ISLAM         | Assistant Director (CC), Kalyan fund branch, BJRI, Dhaka                   | 04             | 10              | 05                     |
| 20.     | FAUZIA AFROZ             | Seed Analyst, Regional Seed Certification Office, Dhaka Region, Dhaka      | 06             | 16              | 10                     |
| 21.     | MD. SAFAT ZAMAN PANIR    | Seed Certification Officer, District Seed Certification Office, Munshiganj | 04             | 10              | 08                     |
| 22.     | REBEKA LAIZU             | Assistant Manager, Finance Division, BADC, Agriculture Building, Dhaka     | 02             | 10              | 10                     |
| 23.     | SALINA AKTER             | Assistant Controller, Audit Division, BADC, Agriculture Building, Dhaka    | 02             | 11              | 06                     |
| 24.     | ANINDITA ROY             | Agriculture Extension Officer, Harirampur, Manikganj                       | 01             | 10              | 10                     |
| 25.     | NIAZ MOHAMMAD MITHUN     | Agriculture Extension Officer, Sadar, Manikganj                            | 02             | 11              | 09                     |

