

INTERNATIONAL COURSE MEMBER'S BIO-DATAColour PP Size
Photo to be
PastedPOINTS TO PONDER WHILE FILLING THIS FORM:

1. All fields are to be filled.
2. Field Not Applicable to particular person is to be mentioned as 'NA'
3. Photocopy of Passport, VISA pages, Invitation Letter, Permission of your Organisation/ Service, Official Approval Certificate for coming to Bangladesh (if any) are to be attached.
4. Any other documents (as deemed necessary or as applicable) may be attached.

NAME DETAILS

1. Full Name (Block Capital).....
2. First Name.....Middle Name.....Last Name.....

PERSONAL DETAILS

3. Sex (Male/Female).....
4. Nationality/Citizenship: a.....b.....c.....
5. Date of Birth and Place
6. Passport Number.....Date of Expire.....

7. Physical Description (base-input or basic html)

- a. Height (in meter).....
 - b. Weight (in Kg/Pound).....
 - c. Complexion.....
 - d. Colour of Eyes.....
 - e. Colour of Hair
 - f. Visible Marks of Identification.....
8. Religion (with Sect/Caste)
 9. Marital Status (with Date).....
 10. Date of Arrival in Bangladesh.....
 11. Arrival: Carrier Name and Flight Number.....
 12. Port of Entry.....

radio (date -> married)
-> unmarried (X)

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1. Likely/Confirm Date of Departure from Bangladesh:
14. Departure Name and Flight Number:
15. Purpose of the Visit to Bangladesh:
16. Host/Local Contact Person/Organisation in Bangladesh:

Ser	Host Org/ Svc/Institution	Local POC	Host Address	Ph/Mob No	Email ID/Facebook ID

17. Address in Bangladesh:

18. Places/Organisations You Plan to Visit During your Stay in Bangladesh:

Ser No	Places/Org Name	Purpose	Duration (date, Time etc)	Remarks

19. Academic Qualification (Civil Education):

Qualification/ Degree	Educational Institute (with Place Name)	Year

20. Details of Previous Visit to Bangladesh (If Any):

Ser No	Purpose of Visit	Duration/Year	
		From	To

SERVICE/JOB PARTICULARS

21. Name of Services/Organisation/Institution (to which you belong):
22. Rank/Designation/Portfolio:

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23. Branch/Trades/Firms/Department.....
24. Date of Enrolment/Commission.....
25. Current Appointment/Portfolio.....
26. Areas of Expertise.....
27. Appointment/Posting Place (During Last 5 Years before Coming to Bangladesh): (Add row)

Name of Org/Svc/Institution	Name of Places	Duration (Year)		Name of Appointment You Served
		From	To	

28. Countries You Visited Previously (last 5 years): (Add row)

Ser No	Country	Purpose of Visit	Duration/Year

✓ PERSONAL CONTACT DETAILS

29. Email Address: a.....b.....c.....
30. Mobile/Cell No in Bangladesh (if available)
31. Mobile/Cell No (In Your Country).....
32. Landline Number(In Your Country).....
33. Person to Be Notified in Case of Emergency (in your country).....
34. Next of Kin.....Relationship.....
35. Pen Picture (pl add additional sheets as necessary):

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ANNEX E TO
JOINING INSTRUCTIONS
NDC-2022

PERSONAL PROFILE

GENERAL INFORMATION

1.	Rank Dr. P	Service Number (Military/Civil) 0	Service (Army/ Navy/Air Force)	Batch/Course Number Input	PHOTO	
2.	Name in Capital (As in Service List)			Short Name (As Nameplate)		
3.	Name in Bengali (As in Service List) (For Bangladeshi Course Member only)					
4.	Date of Commission/ Service Entry		Date of Promotion to Present Rank			
	DD	MM	YY	DD	MM	YY
5.	Date of Birth		Nationality	Blood Group	Height in CM	
	DD	MM	YY			
6.	Religion	Marital Status	Date of Marriage			
7.	Permanent Address (basic html)			Present Address (basic html)		
	House No / Village			House No / Village		
	Road No / Union			Road No / Union		
	Sector / Police Station			Sector / Police Station		
	District/ Province			District/ Province		
	Telephone no (Land Phone)			Telephone No (Land Phone)		
	Mobile Phone No 1 (Used in Own Country)			Mobile Phone No 1 (Used in Own Country)		
	Mobile Phone No 2 (Used in Bangladesh)			Mobile Phone No 2 (Used in Bangladesh)		
8.	e-mail Address					
9.	Contact Address at Home in case of Emergency (basic html)					
	Name					
	Relation					
	Telephone no with District/ Province Code					
	Mobile Phone No 1					
	Mobile Phone No 2					

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10. Food Habits _____
Food Preferred _____
Food Restriction _____

11. Service Decoration/ Award _____

12. Hobbies _____

EDUCATION

13. High School Level or Equivalent

Name of Exam	
Year	
Name of College	
Result	

14. College Level or Equivalent

Name of Exam	
Year	
Name of College	
Result	

15. List of Universities Degrees or Equivalent Qualification

Ser	Name of Degree	Main Course of Study	Name of University	Academic Year	Result

16. List of all Professional Courses Attended

Ser	Name of Course	Name of Institution	Location of Institution	Year	Result	Remarks

Employment

[illegible]

DETAILS OF PASSPORT

8. Own (Must be Official Passport)					
Name (Exactly as in the Passport)	Passport No	Date of Issue	Place of Issue	Expiry Date	Type of Passport
		/			<div>Diplomatic</div> <div>Official</div> <div>Gratis</div> <div>Private</div>

Spouse (Incase of Dual Passports mention details of both)							
Name (Exactly as in the Passport)	Passport No	Date of Issue	Place of Issue	Expiry Date	Type of Passport		
					Diplomatic	Official	Gratis

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20. Children

Name (Exactly as in the Passport)	Passport No	Date of Issue	Place of Issue	Expiry Date	Type of Passport			
					Diplomatic	Official	Grat's	Private

SPOUSE

21. Full Name of Spouse			
Familiar Name (Nickname) She / He is Known			
Date of Marriage	DD	MM	YY
Date of Birth			
Educational Qualification			
Blood Group			

CHILDREN

22. Name	Age	Date of Birth			Class	Name of School/ College/University
		DD	MM	YY		

PARENTS

23. Name of Parents	
Name of Father (Full Name)	
Name of Mother (Full Name)	

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LIST OF PUBLICATIONS YOU HAVE ON YOUR CREDIT, IF ANY

ds →

24	Serial	Subject / Name of Article	Publication Date	Name of Journal / Magazine	Remarks

25. Date of Arrival (Self):

26. Date of Arrival of Family Members including Number of Family Members:

27. Duration of Stay of Family Members:

28. Any other information.

Signature :

Rank :

Name :

Date :

Attach file
[Note: Please enclose 1 X passport size photograph with uniform (own), 1 X passport size photograph (spouse) and 1 X family group photograph (4R Size)]