

- FUNCTIONS:**
- To promote tourist undertaking and to control and regulate tourist installations and service.
 - To project the image of Bangladesh abroad for the purpose of attracting tourist by publicising history and culture of the Country.
 - To organise reception and information facilities in and outside Bangladesh.
 - To encourage and develop domestic tourism.
 - To promote any organisation in or outside Bangladesh for the purpose of engaging in any activity falling within the function of the corporation or with the provisions approval of the Government to associate with any such organisation.

- To enter into tourist agreement with foreign countries with the previous approval of the Government.
- To conduct and carry-out research on various aspects of tourism.
- To publish literature on tourism.
- To acquire, establish, construct, arrange, provide and run hotels, restaurants, rest houses, picnic spots, camping sites, the amusement parks, casinos and facilities water-skiing and entertainment for tourists.
- To establish Travel agency and/or work as agents for railways, shipping companies, Airlines, waterways, road transport for organising group tours.

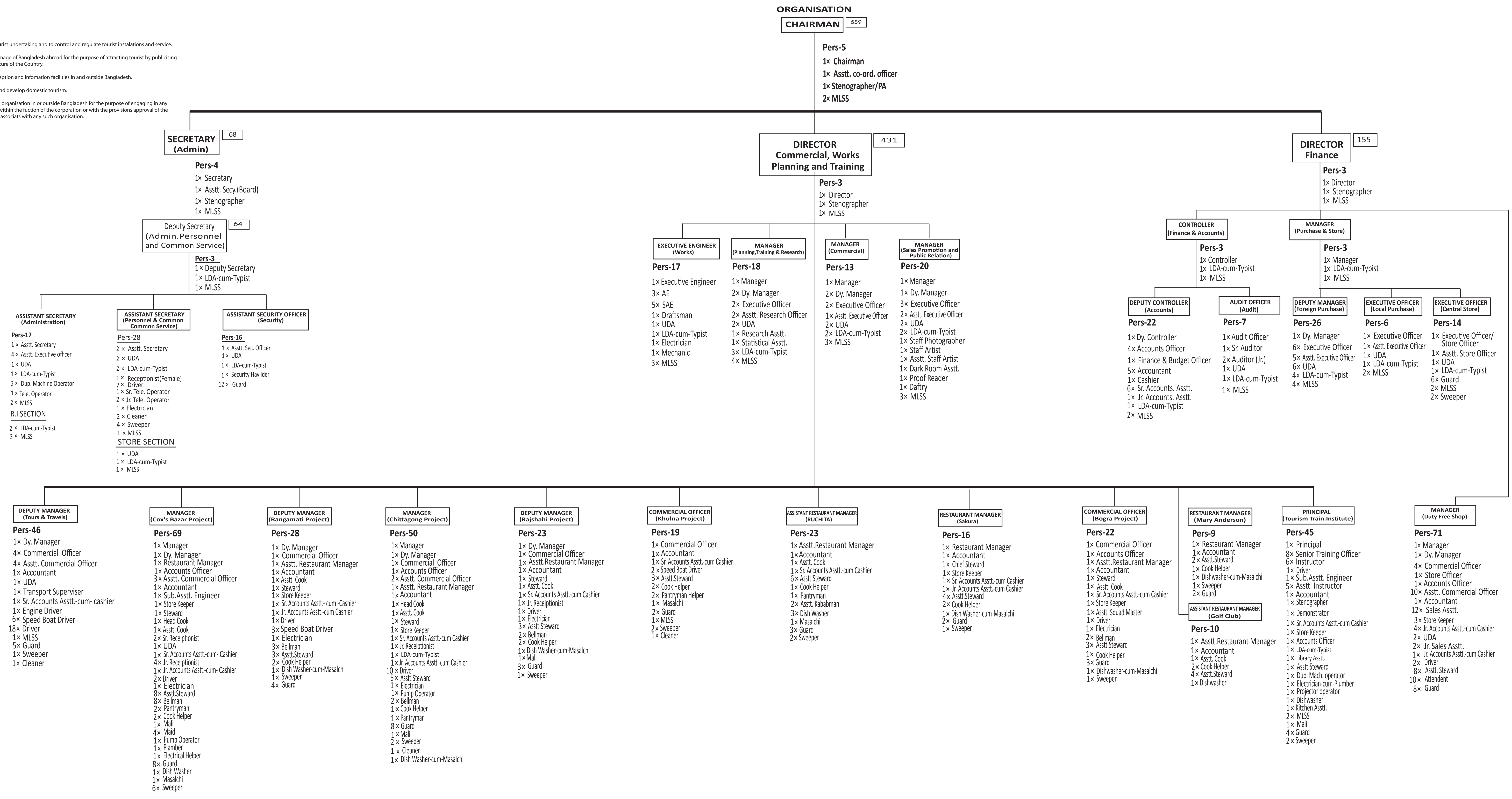
BANGLADESH PARJATAN CORPORATION

CIVIL AVIATION AND TOURISM DIVISION

MINISTRY OF DEFENCE

- To organise shiker agencies and under-take all activities for promotion of safari tourism and maintain game sanctuaries and game reserves fish hatcheries and fowl breeding farms.
- To establish institutes or make other arrangements for instruction and training of persons engaged or likely to be engaged in any activities connected with or ancillary to tourism.
- To acquire, hold or dispose of any property whether movable or immovable.
- To invest its money and funds and to vary the investments as and when it may seem necessary or proper.
- To do all other things connected with or ancillary to any of the matters referred to in the foregoing sub-clauses.
- To carry-out any other functions as may be prescribed.

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SUMMARY OF MANPOWER

Sl. NO	Name of the post	Sanctioned	Existing	Revised
1	Chairman	1	1	1
2	Director	4	3	2
3	Secretary	1	1	1
4	Controller/Manager/Principal	13	9	9
5	Dy. Secretary/Dy. Manager/Senior Training Officer	26	15	21
6	Dy. Controller, Accounts	3	1	1
7	Executive Engineer	3	1	1
8	Assistant Engineer	16	2	3
9	Asstt. Secretary/Executive Officer/Store Officer	74	32	42
10	Accounts Officer/Audit Officer/Finance & Budget Officer	17	12	11
11	Staff Artist/Staff Photographer	2	2	2
Total Class-I		160	79	94
Total Class-II		95	45	56
Total Class-III		515	161	223
Total Class-IV		462	248	286
GRAND TOTAL		1372	533	559

AUTHORISATION OF TRANSPORT MAJOR OFFICE EQUIPMENT AND MISCELLANEOUS POINTS ETC.

- Transport**
- The Parjatan Corporation has 56 car, 3 Microbus & 1 Staff Bus. The following are authorised:
 - 4 Car (1 for Chairman & 3 for Secretary/Directors)
 - 2 Microbus (for other officers official use)
 - 1 Bus (for staff)
 - The remaining 1 Car and 1 Microbus (unserviceable) to be disposed of.
 - Private use of transport on payment will be strictly as per latest instruction issued by the Government.
- Air-conditioner/Air-cooler**
- The Parjatan corporation has 5 Air-conditioner for Head Office. The following are authorised:
 - 2 Air-cooler (for chairman)
 - 2 Air-cooler (for Board Room)
 - The remaining 1 Air-cooler to be disposed of.
- Major equipment**
- This corporation has 2 Plain Paper Copier/Photostat Machine, 41 Typewriter Machine, 3 duplicating Machine and 1 Telex Machine. The following are authorised:
 - 1 Plain paper Copier
 - 35 Typewriter
 - 3 Duplicating Machine
 - 1 Telex Machine
 - The remaining 1 Photostat Machine (unserviceable) and 6 Typewriter to be disposed of.
- Miscellaneous points:**
- As the Secretary is dealing with administration of the corporation, the post of Secretary parjatan should be equivalent to that of other Directors of this organization.
 - Require number of MLSS may be employed on Farash/Janadar/Messenger/Guard duty.
 - Increase of manpower is due to proposed efficient Management of duty Free Shop.
 - The Head office of the Corporation should shift to Training Institute Complex at the earliest. Necessary construction to be expedited.

BRIGADIER
 (NAME) (DY. SECY)
 CHAIRMAN, MARTIAL LAW COMMITTEE
 ON ORGANISATIONAL SET-UP FOR
 PUBLIC STATUTORY CORPORATIONS ETC.
 26.11.85