

CTM No.05/2024

**Arrangement of reception, Water transport, Food and Accommodation for
Joining of newly selected 59 Batch Cadets to the Academy.**

All Cadets of 59 Batch are hereby directed to be present on **07 March 2024** at New Railway Station/Patenga Jetty between 0900–1030. Following arrangements have been made for their reception, crossing the river, accommodation and food etc. MarEngr. Golam Mostafa, Adjutant shall remain as over all incharge of the Cadets' reception. The following Officers and Staff members shall perform their respective duties mentioned against their names:

Reception of Cadets

Receiving Officers/Staff Members		Place of Reception	Time
Group-1			
1	Mr. Mohammad Shafiqul Alam, EO	Patenga Jetty	0900
2	Mr. Md. Mostafizur Rahman, Librarian	-do-	-do-
3	Mr. Md Habibur Rahman, CPO(SS)	-do-	-do-
Group-2			
1	Capt. Md Feroz Mostafa, Sr. Nautical Instructor	Academy Jetty	0930-1100
2	Mr. Himu Barua, Sr. Mech. Engr. Ins.	-do-	-do-
3	Mr. Md S M Masud Rana, CPO(RI)	-do-	-do-
Group-3			
1	MarEngr. Md. Atikur Rahman, Sr. Eng. Ins	Main Guard Room/FootBall Ground	0930-1200
2	Capt. Mozaharul Islam, Nautical Instructor	-do-	-do-
3	Mr. Sabbir Alam Chowdhury, Electrical Ints.	-do-	-do-
4	Mr. Md Sajal Ahmed, JRO	-do-	-do-
5	Mr. Md Rafiqul Islam, CPO (GI)	-do-	-do-
6	Mr. Farid Ahmed Khan, CPO(GI)	-do-	-do-
7	Mr. Rajesh Barua, CPO (PTI)	-do-	-do-
Group-4			
1	Mr. Abul Kalam Khan, Senior Electrical Instructor	Swimming pool Corner	0930-1200
2	Mr. Anwarul Islam, Sr. Education Officer	-do-	-do-
3	Mr. Kamal Uddin, RET	-do-	-do-
4	Mr. Mahmudul Hasan, RET	-do-	-do-
5	Mr Al-Amin Mollah, SAE	-do-	-do-
Group-5			
1	Mr. Khalid Mahmud, Chief Education Officer	Cadet Block	0930-1400
2	Engr Mahmud Mia, Sr. Naval Architect	-do-	-do-
3	Mr. Md. Asaduzzaman, Sr. EO	-do-	-do-
4	OOD & AOOD of 07 March 2024	-do-	-do-
5	Mr. M. Nazim Uddin, CPO (GI)	-do-	-do-
6	Mr. Md Mahfuzur Rahman, CPO (PTI)	-do-	-do-
7	Mr. L M Pias Imam, CPO(GI)	-do-	-do-
Group-6			
1	Dr. Goutam Das Gupta, Medical Instructor	Medical Team	0930-1900
2	Mr. Anwar Hossen, Medical Assistant	-do-	-do-



N.B:

- (i) Mr. Md. Mostafizur Rahman, Librarian and Mr. Md Habibur Rahman, CPO (SS) will leave Patenga Jetty by 0900 hrs. boat. They will guide new cadets and will ensure safety embarkation of Cadets in a systematic way and balance of Boat.
- (ii) No friends or relatives of the Cadets shall be allowed to accompany cadets from Patenga Jetty or getting inside the main guardroom.
- (iii) 02 Academy Buses will leave from New Railway Station with Cadets as per schedule.
- (iv) Officers on duty at Academy Jetty will ensure safe & disciplined disembarkation of the Cadets from the Boat. Mr. Md. Habibur Rahman, CPO (SS) will bring the Cadets along with their belongings to the Fire fighting gate and will hand over them to the Officers on duty there.
- (v) Mr. Md. L M Pias Imam , CPO (GI) , Mr. Md. Shamim Shikder, SAE, & Mr. Mahmudul Hasan, RET will arrange to reach them at Cadet Block in a disciplined way.
- (vi) After arrival at Cadet Block, the officers on duty there Mr. M Nazim Uddin, CPO (GI) will guide them to the earmarked rooms and will arrange light refreshment of the arriving Cadets at dining hall.
- (vii) Mr Samiul Islam Shamim, IO & Mr. Golam Hafiz, Tracer will take photos at all places.

2. Accommodation of Cadets

- i. Mr. M Nazim Uddin, CPO (GI) & Mr Md Mahfuzur Rahman, CPO(PTI) will take necessary action of cleanliness of rooms of cadets under the overall guidance of the Adjutant. He will take 2 sweepers 2/3 days before arrival of new cadets from the Administrative Officer. He will complete this work by 06.03.2024.
- ii. All Officer-incharges of Cadet Blocks will ensure that the cadet blocks are ready for cadet-accommodation by 06 Mar 2024.
- iii. Development Officer will ensure electricity, Switch board & Fans of each room. He will arrange necessary tube lights and bulbs and will fit them to suitable places by 06.03.2024.

3. Partial arrangement of Uniforms:

Items of uniforms such as Pillows, Mosquito curtains, bed cover, bed sheet etc. are to be supplied to the new cadets immediately after their arrival. The Uniform Supplier is to be directed to supply the items to the Academy by 06-03-2024 positively. In this regard, Chairman, Clothing Committee will take necessary action. The above mentioned items are to be issued to the new cadets on 07-03-2024.

4. Arrangement of Food:

Superintendent, Mess Committee will arrange Light refreshment for 180 new cadets and Officers/Staffs (Approximate 35) on duty on 07-03-2024 and will also arrange lunch and foods for newly joined 180 cadets.

5. Water Transport

02 (Two) Boats are to be prepared and stand by for bringing the cadets. Boat will leave patenga jetty at 0900am. Boat Incharge will take necessary action in this respect & adjust the boat schedule as required.

6. Bus Transport

02 (Two) Buses will leave at 0900 onwards from Railway station with cadets. Bus Incharge will take necessary action in this respect. Following officers will receive the cadets from Railway station & come with the buses.

Bus No. 01: Mr. Kamal Uddin, RET & Mr. Md. Ashraful Islam, SAE

Bus No. 02: Mr. Mostaq Ahmed, UDA & Mr. Md. Mostafizur Rahman, Librarian



Capt. Md. Ibne Kaiser Taimour
Commandant (Add. Charge)