

SPFMS launches five-day training for outsourced support staff



Strengthening Public Financial Management Program to Enable Service Delivery (SPFMS), Finance Division, has launched a five-day training program to enhance the skills, discipline and service quality of outsourced support staff, including office assistants, security guards and cleaning personnel.

The training, titled “Skills Development Training for Outsourced Service Staff”, began on Sunday at the SPFMS training room at IEB Bhaban in Ramna, Dhaka. The program is being held in two batches from June 14 to 18, 2026.

A total of 48 participants are attending the training, with 24 in the morning batch and 24 in the afternoon batch. The participants have been drawn from different schemes of SPFMS, including the Coordination Scheme, BACS & iBAS++, BMCs & BWGs, Internal Audit, SOE, Pension and Debt teams.

The morning session was inaugurated by Md Hasanul Matin, Additional Secretary, Budget and Law, Finance Division, as the chief guest. Md Nazrul Islam, Joint Secretary, Budget-2 Wing, Finance Division, chaired the inaugural session. Tanima Tasmin, Program Executive and Coordinator, SPFMS, delivered the welcome address.

The afternoon session was inaugurated by Ferdous Rowshan Ara, Additional Secretary, Administration and Planning, Finance Division, as the chief guest. Dr Ziaul Abedin, Additional Secretary, Budget-1, and National Program Director of SPFMS, chaired the session. Tanima Tasmin also delivered the welcome address at the afternoon session.

The concluding session of the 1st batch was held on 18 June 2026, with Ferdous Rowshan Ara, Additional Secretary, Admin & Planning, Finance Division, attending as the chief guest. The session was moderated by Tanima Tasmin, Program Executive and Coordinator, SPFMS. Certificates were distributed among the participants by the chief guest.

The concluding session of the 2nd batch was also held on 18 June 2026, with Md. Hasanul Matin, Additional Secretary, Budget & Law, Finance Division, attending as the chief guest. The session was moderated by Tanima Tasmin, Program Executive and Coordinator, SPFMS. Certificates were distributed among the participants by the chief guest.

The training has been designed to improve the professional competence, office discipline and service quality of outsourced staff who provide day-to-day support to SPFMS activities. The major training contents include the Secretariat Instructions 2024, basic file and records management, government attendance rules, outsourcing policy, office discipline, punctuality, official secrecy, office etiquette, ethics, guest reception, dress code, social media use in government offices, and proper support for meetings, training sessions and seminars.

The resource persons for the morning batch include Md Nazrul Islam, Joint Secretary, Budget-2 Wing, Finance Division; Md Rafiqul Islam, Program Executive and Coordinator, Additional Secretary, SPFMS; Dr Abdur Rahim, Program Executive and Coordinator, Additional Secretary, SPFMS; Rownak Jahan, Joint Secretary, Budget-2 Section, Finance Division; Md Enamul Haque, Joint Secretary, Implementation-1 Section, Finance Division; Mohammad Anisuzzaman, Program Executive and Coordinator, Deputy Secretary, SPFMS; Iftekhar Hasan, Implementation Support Consultant, SPFMS; Md Sahed Hasan, Consultant, Finance and Accounts Manager, SPFMS; and Mohammad Raufur Rahman, Junior Consultant, Assistant Office Manager, SPFMS.

For the afternoon batch, the resource persons include Ferdous Rowshan Ara, Additional Secretary, Administration and Planning, Finance Division; Dilruba Shahina, Additional Secretary, Regulation and Implementation, Finance Division; Rukhsana Hasin, ndc, Senior Consultant, SPFMS; Tanima Tasmin, Program Executive and Coordinator (Joint Secretary), SPFMS; Mohammad Faruk-uz-Zaman, Joint Secretary, Budget-1 Section, Finance Division; Dr Mahfuza Begum, Program Executive and Coordinator, (Deputy Secretary), SPFMS; Mohammad Zakir Hossain, Deputy Secretary, Budget-1, Finance Division; Md Firoz Khan, Program Executive and Coordinator (Deputy Secretary), SPFMS; Shyamali Rani Roy, Chief Accounts and Finance Officer, Finance Division.