



IRRI EDUCATION

IE-QSA-SCT-2017-158

28 September 2017

MR. MD MESBAHUL HAQUE

Senior Manager
AVA Development Society
Village P.O.: Gopalpur, Lalpur, Natore
Bangladesh
E-mail: mesbahulh@gmail.com

Dear Mr. Haque,

We are pleased to inform you that your application to participate to the **Basics of Rice Research Production Course** to be held on 16-20 October 2017 at IRRI Head Quarters, Los Baños, Laguna, Philippines has been approved. Please plan to arrive at IRRI on 15 October 2017, which is the date your scholarship takes effect. Classes begin on the morning of 16 October 2017. It is institute policy not to accept candidates who fail to arrive a day after the course has begun, at the latest, to avoid disrupting the class.

Funds for your training will be provided to the International Rice Research Institute (IRRI) under **Agreement No. A-2015-17** and **Bus Code No. 33-511-13140**. A fee of **US\$1,506.00** will be charged.

During your attendance to this training program, you will receive the following:

- meal allowance in peso equivalent to US\$90.00 (conversion is based on the current month's exchange rate);
- lodging at the IRRI Residence Halls;
- medical insurance and local accidental death insurance (Philippines territory only and this does not include international coverage, hence we encourage you to make arrangements for supplemental insurance protection to cover all international travel, accident, medical, life, and other eventualities for which insurance would be desirable to have, inclusive of travel time to and from IRRI or any other location for this assignment);
- local travel in connection with the training program including airport pick-up and send-off; and
- learning materials.

It is also understood that your air tickets restricted by the most direct route from your home base to IRRI will be charged directly to the Agreement No. and Bus Code.

By accepting this training opportunity at IRRI, the trainee hereby agrees to the following:

Entry and Exit of Biological and Non-biological Materials

All research materials used in the collaboration will be transferred using Material Transfer Agreements (MTA). Further, the transfer of biological materials, including breeding materials and germplasm, will be subject to pertinent biosafety and bioprospecting laws, rules and regulations. Either party may use such materials, but will give full credit to the source of the materials.

If seeds or non seed biological materials (i.e. non seed plant parts, DNA samples, tissue/cell cultures of rice plants, etc.) need to be provided by your institution for work by you during your time at IRRI you must follow the following procedures:

- **you must not hand carry any material;**
- all materials must be brought directly to the "Seed Health Unit, IRRI, College, Los Baños, Laguna, Philippines" with the necessary documents (for post-entry clearance; for samples coming within and outside of the Philippines);
- the Seed Health Unit, IRRI will assist you to obtain the necessary documents (*if you would need any*);
- you must directly coordinate with the Seed Health Unit, IRRI with copies to your concerned IRRI collaborating scientist and the IRRI Education.

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International Rice Research Institute

Mailing address DAPO Box 7777, 1301 Metro Manila, Philippines **City and courier address** Suite 1009, Security Bank Center, 6776 Ayala Avenue, 1226 Makati City, Philippines. Tel: +63 (2) 856-6133, 856-6129. Fax: +63 (2) 891-1236 **Headquarters at Los Baños** Tel: +63 (2) 580-5690, 845-0563. Fax: +63 (2) 580-5699, 845-0606 **Email:** info@irri.org **Website:** www.irri.org

Rice science for a better world



It is also understood that all materials owned, developed by, or held in trust in IRRI should not be taken out of IRRI without notifying your IRRI supervisor and the Organizational Unit Head, who is, in turn, responsible for working with the IMU and/or SHU for the transfer of these materials. With this, you understand that you should inform your IRRI supervisor of any transfer of materials, whether incoming or outgoing and work with him/her in accomplishing the appropriate MTA and corresponding clearance sheet.

Safety

It is our understanding that you are fully aware of the need for safety both in the laboratory, field and controlled growth facilities, especially in relation to hazardous chemicals. By accepting this training opportunity at IRRI, you agree to strictly observe and comply with IRRI's safety protocols. Further, you agree to release and forever discharge IRRI and their employees from any and all claims, demands, actions and causes of action related to and/or arising from or incidental to your training participation.

Code of Conduct

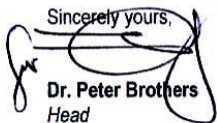
As an IRRI scholar, you are also required to be familiar with and abide by the provisions of the IRRI code of conduct found in this link: <http://irri-code-of-conduct.blogspot.com>. Should you encounter problems downloading the IRRI code of conduct, please request from our office a hard or PDF copy for your review and signature.

We would also appreciate receiving your arrival details as soon as possible so that we can have you met at the airport in Metro Manila. The Philippines has three international airport terminals in Manila — the Ninoy Aquino International Airport (NAIA) Terminal 1, the Centennial Terminal 2 and NAIA Terminal 3. You will be met by an IRRI travel agent who will direct you to your vehicle going to IRRI Los Baños. If you disembark at the NAIA Terminal 1, after customs clearance, please look for and proceed to International Organizations Reception Desk (IORD) located at the arrival lobby (Reminder: Do not go down to the greeters area or the arrival extension area). At Centennial Terminal 2, after customs clearance, look for the airport representative with IRRI signage at the North wing arrival lobby. If you disembark at NAIA Terminal 3, after customs clearance, turn left look for and proceed to International Organizations Reception Desk (IORD) located at the arrival lobby, beside Information Desk and Landbank (Reminder: Do not go out from the arrival lobby). If you encounter any problem, please contact our City Office, telephone numbers: (63-2) 891-1174; or 891-1303 during office hours (0700-1800), Monday through Friday, or IRRI, Los Baños, through these direct lines: (63-2) 845-0563 or 580-5600.

If you find the terms and conditions of this award acceptable, please sign below and provide us a copy of this letter with your signature.

We look forward to your arrival at IRRI. With best wishes.

Sincerely yours,



Dr. Peter Brothers
Head

I hereby agree:


MD MESBAHUL HAQUE