

Government of the People's Republic of Bangladesh
Ministry of Environment and Forests
Admin-2 Section
www.moef.gov.bd

No. 22.00.0000.052.25.004.17- 322

Dated: 27.04.2017

From : Md. Mamunur Rashid
Deputy Secretary

To : Chief Accounts Officer
Ministry of Environment & Forests
Segun Baghicha, Dhaka, Bangladesh.


Sub : Government order for participation in the "Climate Finance Readiness Workshop for Least Development Countries" to be held from 30 May to 01 June, 2017 in Ethiopia.

The undersigned is directed to convey the permission of the Government of the People's Republic of Bangladesh in favour of Mr. Abu Hena Murshed Zaman, Director, Department of Environment, Ministry of Environment and Forests to participate in the "Climate Finance Readiness Workshop for Least Development Countries" to be held from 30 May to 01 June, 2017 in Ethiopia.

2. The terms and conditions of this order are as follows:

- i. He will be treated as on duty on this period;
- ii. He will draw his pay and allowances in local currency during the aforesaid period;
- iii. The relevant expenses in connections with this visit will be borne by the organizer but in cases the organizer does not provide the expenses of Mr. Abu Hena Murshed Zaman according to his entitlement, the expenses will be borne by the Department of Environment as per existing rules.
- iv. He will not stay abroad beyond the approved period (excluding travel time);
- v. He will submit a report on the acquired experiences to this ministry after his return.

3. This order is issued with the approval of the competent authority.


27.04.2017
(Md. Mamunur Rashid)
Deputy Secretary
Phone: 88-02-9549072
email: admin2@moef.gov.bd

Copy for information and necessary action to (Not as per seniority):

1. Secretary, Ministry of Foreign Affairs, Dhaka (with request to issue Note Verbale).
2. Director General, Department of Environment, Agargaon, Dhaka.
3. Additional Secretary (All), Ministry of Environment & Forests, Dhaka.
4. Director General, Immigration and Passport, Dhaka.
5. Director, Hazrat Shahjalal International Airport, Dhaka.
6. Mr. Abu Hena Murshed Zaman, Director, Department of Environment, Dhaka.
7. Private Secretary to the Hon'ble Minister, Ministry of Environment & Forests, Dhaka.
8. Private Secretary to the Hon'ble Deputy Minister, Ministry of Environment & Forests, Dhaka.
9. Private Secretary to the Secretary, Ministry of Environment & Forests, Dhaka.
10. Programmer, Ministry of Environment & Forests, Dhaka (With request to publish in the website).
11. Accounts Officer, Department of Environment, Agargaon, Dhaka.