

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

No. 22.00.0000.052.25.001.17-898

Dated: 30.10.2017

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 'United Nations Environment Assembly' to be held from 04-06 December, 2017 in Nairobi, Kenya.

The undersigned is directed to convey the permission of the Government of the People's Republic of Bangladesh in favour of Mr. Istiaque Ahmad, Secretary, Ministry of Environment & Forests to participate in the 'United Nations Environment Assembly' to be held from 04-06 December, 2017 in Nairobi, Kenya.

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

- i. He will be treated as on duty during 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 according to his entitlement, the expenses will be borne by the Ministry of Environment and Forests 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 return.

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


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

Copy for information and necessary action to (Not in order of seniority):

1. Cabinet Secretary, Cabinet Division, Bangladesh Secretariat, Dhaka.
2. Principal Secretary, Office of the Prime Minister, Tejgaon, Dhaka.
3. Senior Secretary, Ministry of Public Administration, Bangladesh Secretariat, Dhaka.
4. Secretary, Ministry of Foreign Affairs, Dhaka (with request to issue Note Verbale).
5. H.E. High Commissioner of Bangladesh to Kenya, Bangladesh High commission in Nairobi, Kenya.
6. Additional Secretary (All), Ministry of Environment & Forests, Dhaka
7. Director General, Immigration and Passport, Dhaka.
8. Director, Hazrat Shahjalal International Airport, Dhaka.
9. Private Secretary to the Hon'ble Minister, Ministry of Environment & Forests, Dhaka
10. Private Secretary to the Hon'ble Deputy Minister, Ministry of Environment & Forests, Dhaka
11. Private Secretary to the Secretary, Ministry of Environment & Forests, Dhaka.
12. Programmer, Ministry of Environment & Forests, Dhaka (with request to publish in the website).
13. Mr. Md. Abdul Hai, Protocol Officer, Ministry of Environment and Forests, Dhaka.
14. Accounts Officer, Ministry of Environment and Forests, Dhaka.