

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

No. 22.00.0000.052.25.003.17-897

Dated: 29.10.2017


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 'The Global Meeting Sustainable Wood for a Sustainable World (SW4SW)' to be held from 31 October-01 November, 2017 in Rome, Italy.

The undersigned is directed to convey the permission of the Government of the People's Republic of Bangladesh in favour of Mr. Mohammad Yousuf, Director (Current Charge), Forest Development and Training Centre, Kaptai, Department of Forests, Ministry of Environment and Forests to participate in the 'The Global Meeting Sustainable Wood for a Sustainable World (SW4SW)' to be held from 31 October-01 November, 2017 in Rome, Italy.

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. There will be no financial involvement of Bangladesh Government.
 - 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.



29.10.2017

(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. Additional Secretary (All), Ministry of Environment & Forests, Dhaka
3. Director General, Immigration and Passport, Dhaka.
4. Chief Conservator of Forests (Current Charge), Department of Forests, Dhaka.
5. Director, Hazrat Shahjalal International Airport, Dhaka.
6. Private Secretary to the Hon'ble Minister, Ministry of Environment & Forests, Dhaka.
7. Private Secretary to the Hon'ble Deputy Minister, Ministry of Environment & Forests, Dhaka.
8. Private Secretary to the Secretary, Ministry of Environment & Forests, Dhaka.
9. Mr. Mohammad Yousuf, Director (Current Charge), Forest Development and Training Centre, Kaptai, Department of Forests, Ministry of Environment and Forests, Dhaka.
10. Programmer, Ministry of Environment & Forests, Dhaka (with request to publish in the website).