

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

No. 22.00.0000.052.25.004.18-215

Dated: 20.03.2018

From : Md. Mamunur Rashid
Deputy Secretary

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


Sub : Government Order for participation in the 'Thirteenth Session of the UN Forum of Forests' to be held from 07-11 May 2018 in New York.

The undersigned is directed to convey the permission of the Government of the People's Republic of Bangladesh in favour of Mr. Md. Billal Hossain, Additional Secretary, Ministry of Environment & Forest to participate in the 'Thirteenth Session of the UN Forum of Forests' to be held from 07-11 May 2018 in New York.

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 air fare in connection with this visit will be borne by the organizer. The other expenses (Accommodation, DSA etc) will be borne by the Ministry of Environment and Forest as per existing rules and his entitlement.
- 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.


20.03.2018
(Md. Mamunur Rashid)
Deputy Secretary
Phone: 88-02-9549072
E-mail: 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. H.E. Ambassador of Bangladesh to USA, Embassy of Bangladesh in USA.
3. H.E. Ambassador of USA to Bangladesh, Embassy of USA in Dhaka, Bangladesh.
4. Mr. Md. Billal Hossain, Additional Secretary, Ministry of Environment & Forest, Dhaka.
5. Additional Secretary (All), Ministry of Environment & Forest, Dhaka.
6. Director General, Immigration and Passport, Dhaka.
7. Private Secretary to the Hon'ble Minister, Ministry of Environment & Forest, Dhaka.
8. Private Secretary to the Hon'ble Deputy Minister, Ministry of Environment & Forest, Dhaka.
9. Private Secretary to the Secretary, Ministry of Environment & Forest, Dhaka.
10. Director, Hazrat Shahjalal International Airport, Dhaka.
11. System Analyst, Ministry of Environment & Forest, Dhaka (with request to publish in the website).
12. Mr. Md. Abdul Hai, Protocol Officer, Ministry of Environment and Forest, Dhaka