



Government of the people's Republic of Bangladesh
Ministry of Environment, Forest and Climate Change
Planning Section-1
www.moef.gov.bd

No. 22.00.0000.078.99.011.17-36

Dated: 31.08.2022

To: Chief Accounts Officer
Ministry of Environment, Forest and Climate Change
Segun Baghicha, Dhaka, Bangladesh.

Sub: Government Order for Participation in the Southeast Asia Regional Alumni Capacity Building and Networking Seminar to be held on 26-30 September, 2022 in Lao, PDR.

The undersigned is directed to convey the permission of the Government of the People's Republic of Bangladesh in favour of Dr. Md. Saifur Rahman, Deputy Secretary, Planning Section-1, Ministry of Environment, Forest and Climate Change, Dhaka to participate in the Southeast Asia Regional Alumni Capacity Building And Networking Seminar to be held on 26-30 September, 2022 in Lao RDR (excluding travel time)

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 connection with this visit will be borne by The Technische Universitat Dreden, UNU - FLORES and the National University Laos. There will be no financial involvement of Bangladesh Government. The Circular No. 07.156.026.00.01.2004 (part-2)- 403, Date- 12.05.2022 of Finance division of Ministry of Finance has been followed in this regard.
 - 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.


(Shahanara Begum)
Deputy Secretary

- Copy for information and necessary action to (Not as per seniority):
1. Senior Secretary, Ministry of Foreign Affairs, Dhaka.
 2. Secretary, Security Services Division.
 3. Additional Secretary (All), Ministry of Environment, Forest and Climate Change.
 4. Director General, Department of Immigration and Passport, Dhaka.
 5. Director General, (Consular), Ministry of Foreign Affairs, Dhaka (with request to issue Note Verbale).
 6. Director, Hazrat Shahjalal International Airport, Dhaka.
 7. Private Secretary to the Hon'ble Minister, Ministry of Environment, Forest and Climate Change, Dhaka.
 8. Private Secretary to the Hon'ble Deputy Minister, Ministry of Environment, Forest and Climate Change, Dhaka.
 9. Dr. Md. Saifur Rahman, Deputy Secretary, Planning Section-1, Ministry of Environment, Forest and Climate Change, Dhaka.
 10. Private Secretary to the Secretary, Ministry of Environment, Forest and Climate Change, Dhaka.
 - ✓ 11. System Analyst, Ministry of Environment, Forest and Climate Change, Dhaka (with request to upload in the website).