



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

No: 22.00.0000.072.25.002.20.279

Dated: 31 August 2022

**Government Order**

**Subject :** Government Order for attending the Capacity Building Program: Innovative Climate Adaptation Technologies in Water Sector to be held on 26-29 September 2022, in Songdo, Incheon, Republic of Korea.

The undersigned is directed to convey the permission of the Government of the People's Republic of Bangladesh in favour of the following official to participate in the Capacity Building Program: Innovative Climate Adaptation Technologies in Water Sector to be held on 26-29 September 2022 (excluding travel time) in Songdo, Incheon, Republic of Korea. The duration of stay and funding scenario of the nominated official is stated below:

Sl.	Name, Designation & Contact information	Duration	Funding Body
01.	Ms. Zawata Afnan Assistant Director Department of Environment Phone: +8801917610303 E-mail: zawatadoe@gmail.com	26-29 September 2022	Organizing Agency

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

- She will be treated as on duty during this period;
- She will draw her pay and allowances in local currency during the aforesaid period;
- The relevant all expenses in connections with this visit will be borne by the sponsoring funding body (Organizing Agency);
- There will be no financial involvement of Bangladesh Government;
- She will not stay abroad beyond the approved period (excluding travel time);
- She 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.

Sincerely,

(Md. Lutfur Rahman)  
Deputy Secretary  
☎: 88-02-9540141

**Copy for kind information and necessary action (not in order of seniority):**

01. Senior Secretary, Ministry of Public Administration, Bangladesh Secretariat, Dhaka.
02. Senior Secretary, Ministry of Foreign Affairs, Segun bagicha, Dhaka.
03. Additional Secretary (All), Ministry of Environment, Forest & Climate Change, Dhaka.
04. Director General, Department of Environment, Agargaon, Dhaka.
05. Director General, Department of Immigration and Passport, Dhaka.
06. Director, UN Climate Technology Centre & Network, Copenhagen, Denmark.
07. Private Secretary to the Hon'ble Minister, Ministry of Environment, Forest and Climate Change, Dhaka.
08. Private Secretary to the Hon'ble Deputy Minister, Ministry of Environment, Forest and Climate Change, Dhaka.
09. Private Secretary to the Secretary, Ministry of Environment, Forest and Climate Change, Dhaka.
10. Chief Accounts & Finance Officer, 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).
12. Ms. Zawata Afnan, Assistant Director, Department of Environment, Agargaon, Dhaka.
13. Personal Officer to Additional Secretary (Environment), Ministry of Environment, Forest and Climate Change, Dhaka.