



Substituted on the same memorial and date

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

No. 22.00.0000.078.24.001.22- 45

Dated: 28.09.2022

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

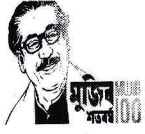
Sub: Supporting the ICT training on the "Climate Change Information Knowledge Management (CCIKM)" Portal Management at TH Koeln University, Germany.

The undersigned is directed to convey the permission of the Government of the People's Republic of Bangladesh in favour of the officials stated below to participate in supporting the ICT training on the "Climate Change Information Knowledge Management (CCIKM)" Portal Management to be held on 24 to 28 October, 2022 at TH Koeln University, Germany

SL	Name	Designation	Organization	Financing
1.	Shahanara Begum	Deputy Secretary	Ministry of Environment, Forest and Climate Change	UNDP NAP Project
2.	Md. Kamrul Islam	Senior Assistant Secretary	Ministry of Environment, Forest and Climate Change	
3.	Md. Sazib Hosen	Programmer	Ministry of Environment, Forest and Climate Change	
4.	Md. Sajedul Islam	Assistant Maintenance Engineer	Ministry of Environment, Forest and Climate Change	
5.	Rajib Deb Nath	Personal Officer to Hon'ble Minister	Ministry of Environment, Forest and Climate Change	
6.	Md. Abul Kalam Azad	Deputy Director	Department of Environment	
7.	Md. Sadiqul Islam	Senior System Analyst	Department of Environment	
8.	Golam Kibria	Senior Research Officer	Center for Environment and Climate Change Research (CECCR)	


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

- The Participants will be treated as on duty during this period;
- The Participants will draw their pay and allowances in local currency during the aforesaid period ;
- All expenses in connection with this visit will be borne by the UNDP NAP Project. 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.
- The Participants will not stay abroad beyond the approved period (excluding travel time);



v) They 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. Ambassador, German Embassy, Dhaka, Bangladesh.
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 Verbal).
6. Director General, Department of Environment (DoE), Dhaka.
7. Project Director, CECCR, Ministry of Environment, Forest and Climate Change, Dhaka.
8. Resident Representative, UNDP, Bangladesh (Request for necessary Actions).
9. Executive Director, Hazrat Shahjalal International Airport, Dhaka
10. Private Secretary to the Hon'ble Minister, Ministry of Environment, Forest and Climate Change, Dhaka.
11. Private Secretary to the Hon'ble Deputy Minister, Ministry of Environment, Forest & Climate Change, Dhaka.
12. Shahanara Begum, Deputy Secretary Ministry of Environment, Forest and Climate Change
13. Md. Kamrul Islam, Senior Assistant Secretary (PS to Secretary), Ministry of Environment, Forest and Climate Change.
14. Md. Sazib Hosen, Programmer, Ministry of Environment, Forest and Climate Change.
15. Md. Sajedul Islam, Assistant Maintenance Engineer, Ministry of Environment, Forest and Climate Change.
16. Rajib Deb Nath, Personal Officer to Hon'ble Minister, Ministry of Environment, Forest and Climate Change.
17. Md. Abul Kalam Azad, Deputy Director, Department of Environment (DoE), Dhaka.
18. Md. Sadiqul Islam, Senior System Analyst, Department of Environment (DoE) Dhaka.
19. Md. Golam Kibria, Senior Research Officer, Department of Environment (DoE) Dhaka.
20. Private Secretary to the Secretary, Ministry of Environment, Forest & Climate Change, Dhaka.
21. System Analyst, Ministry of Environment, Forest & Climate Change, Dhaka. (with request to upload in the website).
22. Office Copy.