

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

No. 22.00.0000.052.25.004.18-245

Dated: 03.04.2018


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 'Regional Consultation on Climate Smart Agricultural Policies, Strategies and Agricultural Development Programmes towards Climate Change Adaptation and Mitigation; and Asia-Pacific Network (APN) 8th South Asia Subregional Committee Meeting' to be held from 17-20 April, 2018 in India.

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 'Regional Consultation on Climate Smart Agricultural Policies, Strategies and Agricultural Development Programmes towards Climate Change Adaptation and Mitigation; and Asia-Pacific Network (APN) 8th South Asia Subregional Committee Meeting' to be held from 17-20 April, 2018 in India.

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. But in cases the organizer does not provide the full expenses according to his entitlement, the rest of the expenses will be borne by the Ministry of Environment and Forest as per existing rules.
 - 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.


03.04.2018
(Md. Mamunur Rashid)
Deputy Secretary

Phone: 88-02-9549072

E-mail: admin2@moef.gov.bd

Copy for information and necessary action to (Not in order of seniority):

1. Cabinet Secretary, Cabinet Division, Bangladesh Secretariat, Dhaka.
2. Principal Secretary, Office of the Prime Minister, Tejgaon, Dhaka.
3. Senior Secretary, Ministry of Public Administration, Bangladesh Secretariat, Dhaka.
4. Secretary, Ministry of Foreign Affairs, Dhaka (with request to issue Note Verbale).
5. H.E. High Commissioner of Bangladesh to India, High commission of Bangladesh in India.
6. H.E. High Commissioner of India to Bangladesh, High commission of India in Bangladesh
7. Mr Md. Billal Hossain, Additional Secretary, Ministry of Environment & Forest, Dhaka.
8. Additional Secretary (All), Ministry of Environment & Forest, Dhaka.
9. Director General, Immigration and Passport, Dhaka.
10. Director, Hazrat Shahjalal International Airport, Dhaka.
11. Private Secretary to the Hon'ble Minister, Ministry of Environment & Forest, Dhaka
12. Private Secretary to the Hon'ble Deputy Minister, Ministry of Environment & Forest, Dhaka
13. Private Secretary to the Secretary, Ministry of Environment & Forest, Dhaka.
14. System Analyst, Ministry of Environment & Forest, Dhaka (with upload to publish in the website).
15. Mr. Md. Abdul Hai, Protocol Officer, Ministry of Environment and Forest, Dhaka.
16. Accounts Officer, Ministry of Environment and Forest, Dhaka.