

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

Dated: 26.04.2018

No. 22.00.0000.052.25.006.18- 293

From: Monish Chakma
Deputy Secretary

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

Sub : Government Order for participation in the 'CITES Capacity development Workshops on monitoring captive breeding and ranching facilities for all taxa, and on conducting non-detriment finding(NDFs) for CITES-listed snakes' to be held from 01-04 May 2018 in Indonesia.

The undersigned is directed to convey the permission of the Government of the People's Republic of Bangladesh in favour of the following officials to participate in the 'CITES Capacity development Workshops on monitoring captive breeding and ranching facilities for all taxa, and on conducting non-detriment finding(NDFs) for CITES-listed snakes' to be held from 01-04 May 2018 in Indonesia.

Sl No.	Name and Designation
01.	Ms. Mahmudah Roksena Sultana, Assistant Conservator of Forest Department of Forest, Agargaon, Dhaka.
02.	Ms. Shamima Begum Shewli, Senior Research Officer Department of Forest, Agargaon, Dhaka.

2. The terms and conditions of this order are as follows:
 - i. They will be treated as on duty during this period;
 - ii. They will draw their 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. There will be no financial involvement of Bangladesh Government.
 - iv. They 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.


26.04.2018
(Monish Chakma)
Deputy Secretary
Phone: 88-02-9549072

Copy for information and necessary action to (Not as per seniority):

1. Foreign Secretary, Ministry of Foreign Affairs, Dhaka (with request to issue Note Verbale).
2. Additional Secretary (All), Ministry of Environment & Forest, Dhaka
3. Director General, Immigration and Passport, Dhaka.
4. Chief Conservator of Forest, Department of Forest, Dhaka.
5. Director, Hazrat Shahjalal International Airport, Dhaka.
6. Private Secretary to the Hon'ble Minister, Ministry of Environment & Forest, Dhaka.
7. Private Secretary to the Hon'ble Deputy Minister, Ministry of Environment & Forest, Dhaka.
8. Private Secretary to the Secretary, Ministry of Environment & Forest, Dhaka.
9. System Analyst, Ministry of Environment & Forest, Dhaka (with request to upload in the website).
10. Ms. Mahmudah Roksena Sultana, Assistant Conservator of Forest, Department of Forest, Agargaon, Dhaka.
11. Ms. Shamima Begum Shewli, Senior Research Officer, Department of Forest, Agargaon, Dhaka.
12. Accounts officer, Department of Forest, Agargaon, Dhaka.