



No. 22.00.0000.052.25.002.24.112

Date: 14 February 2024

To: Chief Accounts and Finance Officer  
Ministry of Environment, Forest and Climate Change  
Segun Bagicha, Dhaka


The undersigned is directed to convey the approval of the Ministry of Environment, Forest & Climate Change, Government of the People's Republic of Bangladesh, in favor of the following Officers for attending a training titled 'ISO/IEC 17025 Lead Assessor' scheduled to be held from **26 February to 01 March 2024** in **Gurugram, India**. This approval is in accordance with the terms and conditions outlined in paragraph 2.

Sl No.	Participant's Name	Designation	Place of Posting
i.	Mr. Mohammed Solaiman Haider	Director	Department of Environment, Dhaka Laboratory
ii.	Dr. Sonia Afsana	Deputy Director	
iii.	Mr. S. M. Sharifur Rahman	Senior Chemist	
iv.	Mr. Md Masud Rana	Senior Chemist	
v.	Ms. Farjana Rahman	Senior Chemist	

2. Terms and conditions:

- The Officers will start their journey for **India** on a convenient date near 26 February 2024;
- The period of this training and the time spent for travel and transit will be treated as on duty;
- They will draw their pay and allowances in local currency;
- All expenses of the nominees in connection with this visit will be borne by GIZ, **there will be no financial involvement of Bangladesh Government;**
- They will not be allowed to stay abroad more than the approved period;
- They shall return to their respective workplace immediately after returning from the training; and
- They will have to submit reports on the training to the Admin-2 section of the Ministry of Environment, Forest and Climate Change within seven days after their return from the event.

3. This order is issued with the approval of the competent authority.

  
14.02.2024  
(Jesmin Nahar)

Deputy Secretary

Phone: 02-55100257

Email: [admin2@moef.gov.bd](mailto:admin2@moef.gov.bd)

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

**External**


01. Senior Secretary, Ministry of Public Administration, Bangladesh Secretariat, Dhaka.
02. Foreign Secretary (Senior Secretary), Ministry of Foreign Affairs, Dhaka.
03. H.E. High Commissioner of Bangladesh to India, High Commission of Bangladesh in India.
04. H.E. High Commissioner of India to Bangladesh, High Commission of India in Bangladesh.
05. Director General, Department of Environment, Dhaka.
06. Director General (Consular), Ministry of Foreign Affairs, Dhaka (**with request to issue Note**
07. **Verbale**).
08. Executive Director, Hazrat Shahjalal International Airport, Dhaka.
09. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.

**Internal**

01. Additional Secretary (All), Ministry of Environment, Forest and Climate Change, Dhaka.
02. Joint Secretary (All), Ministry of Environment, Forest and Climate Change, Dhaka.
03. Private Secretary to the Hon'ble Minister, Ministry of Environment, Forest & Climate Change, Dhaka.
04. Private Secretary to the Secretary, Ministry of Environment, Forest & Climate Change, Dhaka.
05. System Analyst, Ministry of Environment, Forest & Climate Change, Dhaka (**with request to upload the GO on the website**).

**Personal**

01. Mr. Mohammed Solaiman Haider, Director, Department of Environment, Dhaka Laboratory
02. Dr. Sonia Afsana, Deputy Director, Department of Environment, Dhaka Laboratory
03. Mr. S. M. Sharifur Rahman, Senior Chemist, Department of Environment, Dhaka Laboratory
04. Mr. Md Masud Rana, Senior Chemist, Department of Environment, Dhaka Laboratory
05. Ms. Farjana Rahman, Senior Chemist, Department of Environment, Dhaka Laboratory

  
14.02.2024  
(Jesmin Nahar)  
Deputy Secretary