



No. 22.00.0000.052.25.001.21.391


Date: 01.08.2023

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 officer attending a meeting titled "Minamata Asia Pacific Regional Meeting & 2nd AdHoc Open Ended Working Group of the Science-Policy Panel on Chemicals, Waste and Prevention of Pollution" to be held in Bangkok, Thailand from 05 to 07 September 2023, under the terms and conditions described in paragraph-2.

Sl No.	Name	Designation	Place of Posting
i.	Dilruba Akter	Deputy Director	Department of Environment, Headquarters

2. Terms and conditions:
 - i. The Officer will start her journey for Thailand on a convenient date near 05 September 2023;
 - ii. The period of this meeting and the time spent for travel and transit will be treated as on duty;
 - iii. She will draw her pay and allowances in local currency; **there will be no financial involvement of Bangladesh Government;**
 - iv. SPP OEWG Secretariat will bear all expenses of the aforesaid meeting;
 - v. She will not be allowed to stay abroad more than the approved period;
 - vi. She shall return to her respective workplace immediately after returning from the meeting; and
 - vii. She will have to submit a report on the meeting to the Admin-2 section of the Ministry of Environment, Forest and Climate Change within seven days after her return from the meeting;
3. This order is issued with the approval of the competent authority.


01.08.2023
(Jesmin Nahar)

Senior Assistant Secretary
Phone: 02-55100257
Email: admin2@moef.gov.bd

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

External


01. Foreign Secretary (Senior Secretary), Ministry of Foreign Affairs, Dhaka.
02. H.E. Ambassador of Bangladesh to Thailand, Embassy of Bangladesh in Thailand.
03. H.E. Ambassador of Thailand to Bangladesh, Royal Thai Embassy in Bangladesh.
04. Director General, Department of Environment, Dhaka.
05. Director General (Consular), Ministry of Foreign Affairs, Dhaka **(with request to issue Note Verbale).**
06. Executive Director, Hazrat Shahjalal International Airport, Dhaka.
07. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.

Internal

01. Additional Secretary (All), Ministry of Environment, Forest and Climate Change, Dhaka.
02. Private Secretary to the Hon'ble Minister, Ministry of Environment, Forest & Climate Change, Dhaka.
03. Private Secretary to the Hon'ble Deputy 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. Ms. Dilruba Akter, Deputy Director, Department of Environment, Headquarters.


01.08.2023
(Jesmin Nahar)
Senior Assistant Secretary