



No. 22.00.0000.052.25.001.21.443

Date: 20 August 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 Officers attending a program titled 'Exposure Visit to Marine and Forest Protected Areas in Germany', scheduled to be held in **Germany** from **01 to 12 October 2023** under the terms and conditions described in paragraph-2.

Sl No.	Name	Designation	Place of Posting
i.	<b>Dr. Md. Zaglul Hossain</b>	Deputy Chief Conservator of Forests (CC)	Planning Wing, Ban Bhaban, Agargaon, Dhaka.
ii.	<b>Md. Moyeenuddin Khan</b>	Deputy Chief Conservator of Forests (CC)	Education & Training Wing, Ban Bhaban, Agargaron, Dhaka.
iii.	<b>Mahmuda Rokhsena Sultana</b>	Director	Botanical Garden, Dhaka
iv.	<b>Md. Tohidul Islam</b>	Assistant Chief Conservator of Forests	Management Planning Unit, Bana Bhaban, Agargaon, Dhaka
v.	<b>Umme Habiba</b>	Assistant Chief Conservator of Forests	Establishment Unit, Bana Bhaban, Agargaon, Dhaka

2. Terms and conditions:

- i. The Officers will start their journey for Germany on a convenient date near 01 October 2023;
- ii. The period of this exposure visit and the time spent for travel and transit will be treated as on duty;
- iii. They will draw their pay and allowances in local currency; **there will be no financial involvement of Bangladesh Government;**
- iv. The Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH will bear all expenses of the aforesaid exposure visit;
- v. They will not be allowed to stay abroad more than the approved period;
- vi. They shall return to their respective workplace immediately after returning from the exposure visit; and
- vii. They will have to submit a report on the exposure visit to the Admin-2 section of the Ministry of Environment, Forest and Climate Change within seven days after their return from the exposure visit;

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

  
20.08.2023  
(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, Embassy of the People's Republic of Bangladesh in Berlin, Germany.
03. H.E. Ambassador, Embassy of the Federal Republic of Germany in Dhaka, Bangladesh.
04. Chief Conservator of Forests (CC), Forest Department, 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. Dr. Md. Zaglul Hossain, Deputy Chief Conservator of Forests (CC), Planning Wing, Ban Bhaban, Agargaon, Dhaka.
02. Mr. Md. Moyeenuddin Khan, Deputy Chief Conservator of Forests (CC), Education & Training Wing, Ban Bhaban, Agargaon, Dhaka.
03. Ms. Mahmuda Rokhsana Sultana, Director, Botanical Garden, Dhaka.
04. Mr. Md. Tohidul Islam, Assistant Chief Conservator of Forests, Management Plan Unit, Bana Bhaban, Agargaon, Dhaka.
05. Ms. Ummey Habiba, Assistant Chief Conservator of Forests, Establishment Unit, Bana Bhaban, Agargaon, Dhaka.

  
20.08.2023  
(Jesmin Nahar)

Senior Assistant Secretary