



No. 22.00.0000.052.25.001.21.417

Date: 09 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 seminar/meeting titled '3rd Session of the Intergovernmental Negotiating Committee on Plastic Pollution, including Preparatory Meeting & Regional Consultations' to be held in **Nairobi, Kenya** from **11 to 19 November 2023**, under the terms and conditions described in paragraph-2.

Sl No.	Name	Designation	Place of Posting
i.	Md Mazedul Islam	Deputy Secretary	Ministry of Environment, Forest and Climate Change, Dhaka.
ii.	Dr. Abdullah Al Mamun	Deputy Director (Waste and Chemicals Management)	Department of Environment, Dhaka.

2. Terms and conditions:

- i. The Officers will start their journey for **Kenya** on a convenient date near 11 November 2023;
- ii. The period of this seminar/meeting 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. United Nations Environment Programme will bear all expenses of the aforesaid seminar/meeting;
- v. They will not be allowed to stay abroad more than the approved period (except travel time);
- vi. They shall return to their respective workplace immediately after returning from the seminar/meeting; and
- vii. They will have to submit reports on the seminar/meeting to the Admin-2 section of the Ministry of Environment, Forest and Climate Change within seven days after their return from the seminar/meeting.

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

(Md. Faizur Rahman)
Assistant Secretary
Phone: 02-55100157

Email: admin2@moef.gov.bd

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

External

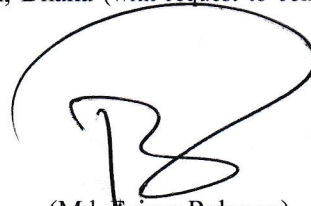
01. Senior Secretary, Ministry of Public Administration, Bangladesh Secretariat, Dhaka.
02. Foreign Secretary (Senior Secretary), Ministry of Foreign Affairs, Dhaka.
03. H.E. High Commissioner of Bangladesh to Kenya, Bangladesh High commission in Nairobi, Kenya.
04. Honorary Consul, Kenyan Honorary Consulate in Dhaka, Bangladesh.
05. Director General, Department of Environment, Dhaka.
06. Director General (Consular), Ministry of Foreign Affairs, Dhaka **(with request to issue Note Verbale)**.
07. Executive Director, Hazrat Shahjalal International Airport, Dhaka.
08. 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. Mr. Md Mazedul Islam, Deputy Secretary, Ministry of Environment, Forest and Climate Change, Dhaka (with request to complete registration through the prescribed link).
02. Dr. Abdullah Al Mamun, Deputy Director (Waste and Chemicals Management), Department of Environment, Headquarters, Agargaon, Dhaka (with request to complete registration through the prescribed link).



(Md. Faizur Rahman)

Assistant Secretary

09.08.2023