



No. 22.00.0000.052.25.003.22(1).280

Date: 16.05.2023

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 Ministry of Environment, Forest and Climate Change, Government of the People's Republic of Bangladesh in favour of the following Officer for attending a workshop titled "Building Back Better: Climate Resilience and Green Economic Recovery" to be held from 29 to 31 May 2023 in **Ulaanbaatar, Mongolia** under the terms and conditions described in paragraph 2.

Sl No.	Name	Designation	Place of Posting
i.	<b>Dr. Farhina Ahmed</b>	Secretary	Ministry of Environment, Forest and Climate Change, Dhaka.

2. Terms and conditions:

- i. Honourable Secretary will start her journey for **Mongolia** on a convenient date near 29 May 2023;
- ii. The period of this workshop 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. Australia Awards Program will bear all expenses of the aforesaid workshop;
- v. She will not be allowed to stay abroad more than the approved period (except travel time);

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

  
16.05.2023  
(Jesmin Nahar)

Senior Assistant 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. Cabinet Secretary, Cabinet Division, Bangladesh Secretariat, Dhaka.
02. Principal Secretary to Honourable Prime Minister, Office of the Prime Minister, Tejgaon, Dhaka.
03. Senior Secretary, Ministry of Public Administration, Bangladesh Secretariat, Dhaka.
04. Foreign Secretary (Senior Secretary), Ministry of Foreign Affairs, 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. Farhina Ahmed, Secretary, Ministry of Environment, Forest and Climate Change, Dhaka.

  
16.05.2023

(Jesmin Nahar)

Senior Assistant Secretary