



No. 22.00.0000.052.25.003.22(1).278

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 the "International Seminar on Protected Area Management" to be held in **Montana, USA** from **10 to 29 July 2023** under the terms and conditions described in paragraph 2.

| Sl No. | Name | Designation | Place of Posting |
|--------|-------------|-----------------|--|
| i. | Zakia Afroz | Joint Secretary | Ministry of Environment, Forest & Climate Change, Dhaka. |

2. Terms and conditions:

- i. The Officer will start her journey for **USA** on a convenient date near 10 July 2023;
- ii. The period of this seminar 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. The University of Montana and the US Forest service will bear all expenses of the aforesaid seminar;
- 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 seminar and
- vii. She will have to submit reports on the seminar to the Admin-2 section of the Ministry of Environment, Forest and Climate Change within seven days after her return from the seminar.

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

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. Ambassador of Bangladesh to USA, Embassy of Bangladesh in Washington, DC, USA.
04. H.E. Ambassador of USA to Bangladesh, Embassy of USA in Dhaka, Bangladesh.
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. Zakia Afroz, Joint Secretary, Ministry of Environment, Forest & Climate Change, Dhaka.


16.05.2023
(Jesmin Nahar)

Senior Assistant Secretary