



No. 22.00.0000.052.25.003.22(1).252

Date: 03.05.2023

To: Chief Accounts and Finance Officer
Ministry of Environment, Forest and Climate Change
Segun Bagicha, Dhaka

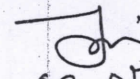
The undersigned is directed to convey the approval of the Government of the People's Republic of Bangladesh in favour of the following Officer for attending a workshop titled "Enhancing Capacity from Design to Action Gender-Responsive Rights-Based Climate Change" to be held at **Seoul, Korea** from **23 to 25 May 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 the **Republic of Korea** on a convenient date near 23 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. UN Women Centre of Excellence for Gender Equality will bear all expenses of the aforesaid workshop;
- 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 workshop and
- vii. She will have to submit reports on the workshop to the Admin-2 section of the Ministry of Environment, Forest and Climate Change within seven days after her return from the workshop.

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


03.05.2023
(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 the Republic of Korea, Embassy of Bangladesh in the Republic of Korea.
04. H.E. Ambassador of the Republic of Korea to Bangladesh, Embassy of the Republic of Korea in 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.


03.05.2023
(Jesmin Nahar)

Senior Assistant Secretary