



No. 22.00.0000.052.25.003.22(1).37


Date: 22.01.2023

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 the "Third Meeting of the Small Intersessional Working Group on the Strategic Framework for the Implementation of the Basel Convention for 2012-21" to be held at **Geneva, Switzerland** from 24.02.2023 to 25.02.2023 under the terms and conditions described in paragraph 2.

SI No.	Name	Designation	Place of Posting
01	Dr. Abdullah Al Mamun	Deputy Director (Waste and Chemicals Management)	Department of Environment, Dhaka.

2. Terms and conditions:
 - i. The Officer will start his journey for Switzerland on a convenient date near to 24 February 2023;
 - ii. The period of this meeting and the time spent for travel and transit will be treated as on duty;
 - iii. He will draw his pay and allowances in local currency; **there will be no financial involvement of Bangladesh Government;**
 - iv. Secretariat of the Basel Convention will bear all expenses of the aforesaid meeting;
 - v. He will not be allowed to stay abroad more than the approved period;
 - vi. He shall return to his respective workplace immediately after returning from the meeting and
 - vii. He will have to submit reports on the meeting to the Admin-2 section of the Ministry of Environment, Forest and Climate Change within five days after his returning from the meeting;
3. This order is issued with the approval of the competent authority.


22.01.2023
(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 and Permanent Representative of Bangladesh to Switzerland, Permanent Mission of Bangladesh to UN Office, Switzerland.
04. H.E. Ambassador of Switzerland to Bangladesh, Embassy of Switzerland in 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).
06. Accounts Officer, Ministry of Environment, Forest & Climate Change, Dhaka.
07. Mr. Jamirul Islam, Protocol Assistance Officer, Ministry of Environment, Forest & Climate Change, Dhaka.

Personal

01. Dr. Abdullah Al Mamun, Deputy Director (Waste and Chemicals Management), Department of Environment, Headquarters, Agargaon, Dhaka.


22.01.2023
(Jesmin Nahar)
Senior Assistant Secretary