



No. 22.00.0000.052.25.003.22(1).210

Date: 06.04.2023

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 honorable Deputy Minister of Ministry of Environment, Forest and Climate Change, Bangladesh and the following Officer for attending a ministerial meeting and a workshop to be held on 12 May and from 08 to 09 May 2023 respectively at **Brussels, Belgium** along with the duration of stay and program name mentioned next to their names:

| Sl No. | Program Name | Participant's Name | Designation | Place of Posting | Duration |
|--------|---|---------------------------------|---------------------------|--|----------------|
| i. | 3rd Local Climate Adaptive Living (LoCAL) Ministerial Meeting | Ms. Habibun Nahar M.P. | Honorable Deputy Minister | Ministry of Environment, Forest & Climate Change, Dhaka. | 12 May 2023 |
| ii. | Workshop on Navigating and Engaging the Climate Finance Architecture under the UNFCCC | Mr. Iqbal Abdullah Harun | Additional Secretary | Ministry of Environment, Forest & Climate Change, Dhaka. | 08-09 May 2023 |

2. Terms and conditions:

- i. Honorable Deputy Minister may start her journey for Belgium on a convenient date close to 12 May 2023;
- ii. Additional Secretary may start his journey for Belgium on a convenient date close to 08 May 2023;
- iii. The period of this ministerial meeting and workshop and the time spent for travel and transit will be treated as on duty;
- iv. They will draw their pay and allowances in local currency, **there will be no financial involvement of Bangladesh Government;**
- v. United Nations Capital Development Fund (UNCDF) will bear all expenses of the aforesaid programs;
- vi. They will not be allowed to stay abroad more than the approved period;
- vii. They shall return to their respective workplace immediately after returning from the ministerial meeting and workshop and
- viii. Additional Secretary will have to submit reports on the above-mentioned program to the Admin-2 section of the Ministry of Environment, Forest and Climate Change within seven days after his returning from the workshop.

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


06.04.2023
(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

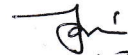
01. Principal Secretary to the Honorable Prime Minister, Prime Minister's Office, Bangladesh.
02. Senior Secretary, Ministry of Public Administration, Bangladesh Secretariat, Dhaka.
03. Foreign Secretary (Senior Secretary), Ministry of Foreign Affairs, Dhaka.
04. Honorary Consul(s) of Bangladesh to Belgium, Embassy of the People's Republic of Bangladesh to the Kingdom of Belgium in Brussels, Belgium.
05. Honorary Consul of Belgium to Bangladesh, Belgian Honorary Consulate in Dhaka, Bangladesh.
06. Director Genreal, Department of Environment, Dhaka.
07. Chairman, Bangladesh Forest Industries Development Corporation.
08. Managing Director, Bangladesh Climate Change Trust.
09. Chairman, Bangladesh Rubber Board.
10. Chief Conservator of Forests, Forest Department, Dhaka.
11. Director, Bangladesh National Herbarium.
12. Director, Bangladesh Forest Research Institute.
13. Director General (Consular), Ministry of Foreign Affairs, Dhaka (**with request to issue Note Verbale**).
14. Executive Director, Hazrat Shahjalal International Airport, Dhaka.
15. 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. Habibun Nahar M.P., Honorable Deputy Minister, Ministry of Environment, Forest and Climate Change, Dhaka.
02. Mr. Iqbal Abdullah Harun, Additional Secretary, Ministry of Environment, Forest and Climate Change, Dhaka.


06.04.2023

(Jesmin Nahar)

Senior Assistant Secretary