



No. 22.00.0000.052.25.002.24.233

Date: 09 April 2024

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 Ministry of Environment, Forest & Climate Change, Government of the People's Republic of Bangladesh, in favor of the following Officer for attending a program titled 'First Meeting of the International Steering Committee of founding member countries,' scheduled to be held in **New Delhi, India** on **16 April 2024**. This approval is granted in accordance with the terms and conditions outlined in paragraph 2.

Sl No.	Name	Designation	Place of Posting
i.	Mr. Abu Nayeem Mohammed Maruf Khan	Deputy Secretary	Ministry of Environment, Forest & Climate Change, Dhaka.

2. Terms and conditions:

- i. The Officer will start his journey for **India** on a convenient date near 16 April 2024;
- 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;
- iv. International Big Cat Alliance (IBCA) Secretariat will bear all expenses of the aforesaid meeting; **there will be no financial involvement of Bangladesh Government;**
- v. He will not be allowed to stay abroad more than the approved period;
- vi. He shall return to his workplace immediately after returning from the meeting and
- vii. He will have to submit a report on the meeting to the Admin-2 section of the Ministry of Environment, Forest and Climate Change within seven days after his return from the ;

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


09.04.2024
(Jesmin Nahar)

Deputy 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. High Commissioner of Bangladesh to India, High Commission of Bangladesh in India.
04. H.E. High Commissioner of India to Bangladesh, High Commission of India in Bangladesh.
05. Director General (Consular), Ministry of Foreign Affairs, Dhaka.
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 Secretary, Ministry of Environment, Forest & Climate Change, Dhaka.
04. System Analyst, Ministry of Environment, Forest & Climate Change, Dhaka (**with request to upload the GO on the website**).

Personal

01. Mr. Abu Nayeem Mohammed Maruf Khan, Deputy Secretary, Ministry of Environment, Forest and Climate Change, Dhaka.


09.04.2024
(Jesmin Nahar)
Deputy Secretary