



No. 22.00.0000.052.25.001.18.342

Date: 26.06.2023


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 honorable Minister of Ministry of Environment, Forest and Climate Change, Bangladesh and the following Officers for attending a meeting titled "Environment and Climate Ministers Meeting" to be held at Chennai in Tamil Nadu, India on 28th July 2023 under the terms and conditions described in paragraph 2:

Sl No.	Participant's Name	Designation	Place of Posting
i.	Md. Shahab Uddin M.P.	Honorable Minister	Ministry of Environment, Forest & Climate Change, Dhaka.
ii.	Iqbal Abdullah Harun	Additional Secretary	
iii.	Md. Amirul Kyser	Deputy Secretary	

2. Terms and conditions:

- i. Honorable Minister and the Officers may start their journey for India on a convenient date close to 28th July 2023.
 - ii. The period of this meeting and the time spent for travel and transit will be treated as on duty;
 - iii. They will draw their pay and allowances in local currency;
 - iv. The expenses of the tour of India for the Honorable Minister of the Ministry of Environment, Forest and Climate Change will be borne by the travel expenses code of the Cabinet Division, i.e., 03-1040301-100121-3244101. Furthermore, the expenses of the Additional Secretary and Deputy Secretary will be covered by the ministry's travel expenses code, i.e., 03-1450101-124496-3244101.
 - v. They will not be allowed to stay abroad more than the approved period;
 - vi. The Officers will return to their respective workplace immediately after returning from the meeting and
 - vii. The Officers will have to submit reports on the above-mentioned meeting to the Admin-2 section of the Ministry of Environment, Forest and Climate Change within seven days after their return from the meeting.
4. This order is issued with the approval of the competent authority.


26.06.2023
(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. Cabinet Secretary, Cabinet Division, Bangladesh Secretariat, Dhaka.
02. Principal Secretary to the Honorable Prime Minister, Prime Minister's Office, Bangladesh.
03. Senior Secretary, Ministry of Public Administration, Bangladesh Secretariat, Dhaka.
04. Foreign Secretary (Senior Secretary), Ministry of Foreign Affairs, Dhaka.
05. H.E. High Commissioner of Bangladesh to India, High Commission of Bangladesh in India.
06. H.E. High Commissioner of India to Bangladesh, High Commission of India in Bangladesh.
07. Director General (Consular), Ministry of Foreign Affairs, Dhaka (**with request to issue Note Verbale**).
08. Director General, Department of Environment, Dhaka.
09. Chairman, Bangladesh Forest Industries Development Corporation, Dhaka.
10. Managing Director, Bangladesh Climate Change Trust, Dhaka.
11. Chairman, Bangladesh Rubber Board, Chattogram.
12. Director, Bangladesh National Herbarium, Dhaka.
13. Chief Conservator of Forests (CC), Forest Department, Dhaka.
14. Director, Bangladesh Forest Research Institute, Chattogram.
15. Executive Director, Hazrat Shahjalal International Airport, Dhaka.
16. 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. Mr. Md. Shahab Uddin M.P., Honorable Minister, Ministry of Environment, Forest and Climate Change, Dhaka.
02. Mr. Iqbal Abdullah Harun, Additional Secretary, Ministry of Environment, Forest & Climate Change, Dhaka.
03. Mr. Md. Amirul Kyser, Deputy Secretary, Ministry of Environment, Forest & Climate Change, Dhaka.


26.06.2023
(Jesmin Nahar)

Senior Assistant Secretary