

Government of the People's Republic of Bangladesh  
Ministry of Environment and Forests  
Admin-2 Section  
[www.moef.gov.bd](http://www.moef.gov.bd)

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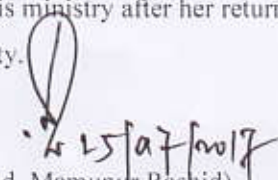
From : Md. Mamunur Rashid  
Deputy Secretary

To : Chief Accounts Officer  
Ministry of Environment & Forests  
Segun Baghicha, Dhaka, Bangladesh

Sub : Government order for participation in the 'Asia Regional Women Climate Change Negotiators Workshop' to be held from 29-31 August, 2017 in Jakarta, Indonesia.

The undersigned is directed to convey the permission of the Government of the People's Republic of Bangladesh in favour of Ms. Dilruba Akter, Assistant Director, Department of Environment, Dhaka to participate in the 'Asia Regional Women Climate Change Negotiators Workshop' to be held from 29-31 August, 2017 in Jakarta, Indonesia.

2. The terms and conditions of this order are as follows:
  - i. She will be treated as on duty on this period;
  - ii. She will draw her pay and allowances in local currency during the aforesaid period;
  - iii. The relevant expenses in connections with this visit will be borne by the organizer. There will be no financial involvement of Bangladesh Government.
  - iv. She will not stay abroad beyond the approved period (excluding travel time);
  - v. She will submit a report on the acquired experiences to this ministry after her return.
3. This order is issued with the approval of the competent authority.

  
(Md. Mamunur Rashid)  
Deputy Secretary  
Phone: 88-02-9549072  
email: admin2@moef.gov.bd

Copy for information and necessary action to (Not as per seniority):

1. Foreign Secretary, Ministry of Foreign Affairs, Dhaka (with request to issue Note Verbale).
2. Director General, Department of Environment, Agargaon, Dhaka.
3. Additional Secretary (All), Ministry of Environment & Forests, Dhaka
4. Director General, Immigration and Passport, Dhaka.
5. Director, Hazrat Shahjalal International Airport, Dhaka.
6. Private Secretary to the Hon'ble Minister, Ministry of Environment & Forests, Dhaka.
7. Private Secretary to the Hon'ble Deputy Minister, Ministry of Environment & Forests, Dhaka.
8. Private Secretary to the Secretary, Ministry of Environment & Forests, Dhaka.
9. Programmer, Ministry of Environment & Forests, Dhaka (With request to publish in the website).
10. Ms. Dilruba Akter, Assistant Director, Department of Environment, Dhaka