



Government of the people's Republic of Bangladesh  
Ministry of Environment, Forest & Climate Change  
Environment Section-2.  
[www.moef.gov.bd](http://www.moef.gov.bd)

No. 22.00.0000.073.11.004.15.48

Date: 16 February 2022

To: Chief Accounts and Finance Officer  
Ministry of Environment, Forest & Climate Change  
Segunbagicha, Dhaka.

**Subject: Government Order for participation in the Second segment of the fourth meeting of the Conference of Parties of the Minamata Convention on Mercury, 21-25 March 2022 in Bali, Indonesia.**

Dear sir,

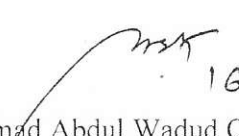
The undersigned is directed to convey the permission of the Government of the People's Republic of Bangladesh in favour of Ms. Keya Khan, Additional Secretary, Ministry of Environment, Forest and Climate Change to participate in the Second segment of the fourth meeting of the Conference of Parties of the Minamata Convention on Mercury to be held on 21-25 March 2022 in Bali, Indonesia.

2. The following terms and conditions will be applicable for this tour:

- i. While participating in the sessions and on journey to and from Indonesia, she will be treated as on duty;
- ii. She will draw her pay and allowances in local currency during the aforesaid period.
- iii. All expenses of the participant in connection with this visit will be borne by the Government of the People's Republic of Bangladesh. She will comply the directives issued by the Cabinet Division vide memo no. 04.00.0000.416.22.001.18.905, dated 10 October 2018 to travel by Biman Bangladesh Airlines.
- 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 within 10 working days after their return to Bangladesh.

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

Yours Sincerely,

  
16.02.2022  
Mohammad Abdul Wadud Chowdhury  
Deputy Secretary  
Phone: +880 223357223  
E-mail: env2moefcc@gmail.com



No. 22.00.0000.073.11.004.15-48(20)

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**Copy for kind information and necessary action to (not as per seniority):**

1. Foreign Secretary (Senior Secretary), Ministry of Foreign Affairs, Segunbagicha, Dhaka
2. H.E. the Ambassador & Permanent Representative, Permanent Mission of Bangladesh to the UN Office & Other International Organizations in Geneva
3. H.E. the Ambassador, Embassy of the People's Republic of Bangladesh, Jakarta
4. Executive Secretary, Secretariat of the Minamata Convention on Mercury, United Nations Environment Programme, 11-13, Chemin des Anémones - 1219 Châtelaine, Switzerland
5. Additional Secretary (all), Ministry of Environment, Forest and Climate Change
6. Ms. Keya Khan, Additional Secretary, Ministry of Environment, Forest and Climate Change
7. Director General, Department of Environment, Agargaoan, Dhaka
8. Director General, Immigration and Passport, Dhaka.
9. Joint Secretary (Administration), Ministry of Environment, Forest and Climate Change
10. Director, Hazrat Shahjalal (Rah.) International Airport, Dhaka
11. PS to Minister, Ministry of Environment, Forest and Climate Change, Dhaka
12. PS to Deputy Minister, Ministry of Environment, Forest and Climate Change, Bangladesh
13. PS to Secretary, Ministry of Environment, Forest and Climate Change, Bangladesh
14. System Analyst, Ministry of Environment, Forest and Climate Change
15. General Manager, Foreign Currency Control Cell, Bangladesh Bank, Dhaka
16. Accounts Officer, Ministry of Environment Forest & Climate Change.

*16.02.2022*  
Mohammad Abdul Wadud Chowdhury  
Deputy Secretary