



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

No. 22.00.0000.052.25.002.17(Part-4)-196

Dated: 17.04.2022

To Chief Accounts Officer  
: Ministry of Environment, Forest & Climate Change  
Segun Baghicha, Dhaka, Bangladesh

Sub : Government Order for participation to the 'Workshop on UNFCCC Negotiations' to be held on 9<sup>th</sup> to 10<sup>th</sup> May 2022, the 9<sup>th</sup> LoCAL Board Meeting to be held on 11<sup>th</sup> May 2022, the 2<sup>nd</sup> LoCAL Ministerial Meeting to be held on 12<sup>th</sup> May 2022 in Brussels, Belgium.

The undersigned is directed to convey the approval of the Government of the People's Republic of Bangladesh in favour of the following officials to participate in the 'Workshop on UNFCCC Negotiations' to be held on 9<sup>th</sup> to 10<sup>th</sup> May 2022, the 9<sup>th</sup> LoCAL Board Meeting to be held on 11<sup>th</sup> May 2022, the 2<sup>nd</sup> LoCAL Ministerial Meeting to be held on 12<sup>th</sup> May 2022 in Brussels, Belgium (excluding travel time).

Sl No.	Name and Designation	Programme schedule
01.	Md. Shahab Uddin M.P. Honourble Minister Ministry of Environment, Forest and Climate Change	The 2 <sup>nd</sup> LoCAL Ministerial Meeting (12 <sup>th</sup> May 2022)
02.	Md. Mostafa Kamal Secretary Ministry of Environment, Forest and Climate Change	Workshop on UNFCCC Negotiations (9 <sup>th</sup> to 10 <sup>th</sup> May 2022) and The 9 <sup>th</sup> LoCAL Board Meeting (11 <sup>th</sup> May 2022)
03.	Kabiruzzaman Chowdhury A.P.S to Honourble Minister Ministry of Environment, Forest and Climate Change	The 2 <sup>nd</sup> LoCAL Ministerial Meeting (12 <sup>th</sup> May 2022)

2. The terms and conditions of this order are as follows:

- The travel tenures will be treated as on duty during this period;
- They will draw their pay and allowances in local currency during the aforesaid period;
- The relevant expenses in connection with this visit S.I No 1 & 2 will be borne by the organizer and S.I No 3 will be borne by the Government of the People's Republic of Bangladesh;
- They will not stay abroad beyond the approved period (excluding travel time);

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

17/04/2022

(Dr. Md. Monsur Alam)  
Deputy Secretary  
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Mobile: 01716-861457  
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Copy for information and necessary action to (Not in order of seniority):

1. Cabinet Secretary, Cabinet Division, Bangladesh Secretariat, Dhaka.
2. Principal Secretary, Office of the Prime Minister, Tejgaon, Dhaka.
3. Senior Secretary, Ministry of Public Administration, Bangladesh Secretariat, Dhaka
4. Senior Secretary, Ministry of Foreign Affairs, Dhaka
5. Md. Mostafa Kamal, Secretary, Ministry of Environment, Forest & Climate Change
6. Additional Secretary (All), Ministry of Environment, Forest & Climate Change
7. Mr. David Jackson, Director-Local Transformative Finance and Co-chair-LoCAL Board, UN Capital Development Fund (UNCDF)
8. H.E. Ambassador of Bangladesh to Belgium, Embassy of Bangladesh in Belgium.
9. H.E. Ambassador of Belgium to Bangladesh, Embassy of Belgium in Bangladesh.
10. Director General, Department of Immigration and Passport, Dhaka.
11. Director General (Consular), Ministry of Foreign Affairs, Dhaka (with request to issue Note Verbale)..
12. Director, Hazrat Shahjalal International Airport, Dhaka.
13. Private Secretary to the Hon'ble Minister, Ministry of Environment, Forest & Climate Change, Dhaka.
14. Private Secretary to the Hon'ble Deputy Minister, Ministry of Environment, Forest & Climate Change, Dhaka.
15. Private Secretary to the Secretary, Ministry of Environment, Forest & Climate Change, Dhaka.
16. System Analyst, Ministry of Environment, Forest & Climate Change, Dhaka (with request to publish in the website).
17. Accounts Officer, Ministry of Environment, Forest & Climate Change, Dhaka.
18. Mr. Jamirul Islam, Protocol Assistance Officer, Ministry of Environment, Forest & Climate Change.