

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

No. 22.00.0000.052.25.002.17(Par-3)-59

Dated: 25.02.2019

From: Md. Mamunur Rashid  
Deputy Secretary  
Ministry of Environment, Forest and Climate Change

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

Sub : Government Order for participation in 'the 40<sup>th</sup> Steering Committee Meeting' to be held from 18-19 March, 2019 in Kobe, Japan.

The undersigned is directed to convey the permission of the Government of the People's Republic of Bangladesh in favor of Dr.Md. Billal Hossain, Additional Secretary, Ministry of Environment, Forest and Climate Change to participate in 'the 40<sup>th</sup> Steering Committee Meeting' to be held from 18-19 March 2019 in Kobe, Japan.

2. The terms and conditions of this order are as follows:
  - i. He will be treated as on duty during this period;
  - ii. He will draw his pay and allowances in local currency during the aforesaid period;
  - iii. The relevant expenses in connections with this visit will be borne by organizer. But in cases the organizer does not provide the full expenses according to his entitlement, the rest of the expenses will be borne by the Ministry of Environment, Forest and Climate Change as per existing rules.
  - iv. He will not stay abroad beyond the approved period (excluding travel time);
  - v. He will submit a report on the acquired experiences to this ministry after return.
3. This order is issued with the approval of the competent authority.

  
(Md. Mamunur Rashid)  
Deputy Secretary  
Phone: 88-02-9549072

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

1. Senior Secretary, Ministry of Foreign Affairs, Dhaka (with request to issue Note Verbal).
2. Dr.Md. Billal Hossain, Additional Secretary, Ministry of Environment, Forest and Climate Change, Dhaka.
2. Additional Secretary (All) Ministry of Environment, Forest and Climate Change, Dhaka.
3. Director General, Immigration and Passport, Dhaka.
4. Director, Hazrat Shahjalal International Airport, Dhaka.
5. Private Secretary to the Hon'ble Minister Ministry of Environment, Forest and Climate Change, Dhaka.
6. Private Secretary to the Hon'ble Deputy Minister Ministry of Environment, Forest and Climate Change, Dhaka.
7. Private Secretary to the Secretary Ministry of Environment, Forest and Climate Change, Dhaka.
8. System Analyst, Ministry of Environment, Forest and Climate Change, Dhaka (with request to upload in the website).
9. Accounts Officer, Ministry of Environment, Forest and Climate Change, Dhaka.