

Government of the People's Republic of Bangladesh
Ministry of Environment, Forest and Climate Change
Admin-2 Section
www.moef.gov.bd

No. 22.00.0000.052.25.004.18-275

Dated: 19.08.2019

From: Md. A. Razzaque Sarker
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 Programmed on 'Capacity building for development and Implementation of Nationally Determined Contributions in Climate Change' to be held on 01-14 September 2019 in Japan.

The undersigned is directed to convey the approval of the Government of the People's Republic of Bangladesh in favor of Mr. Md. Monsur Alam, Deputy Secretary, Ministry of Environment, Forest and Climate Change to participate in the Programme on 'Capacity building for development and Implementation of Nationally Determined Contributions in Climate Change' to be held on 01-14 September 2019 in 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. There will be no financial involvement of Bangladesh Government.
 - 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. A. Razzaque Sarker)
Deputy Secretary
Phone: 88-02-9549072

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

1. Foreign Secretary, Ministry of Foreign Affairs, Dhaka (with request to issue Note Verbal).
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. Mr. Md. Monsur Alam, Deputy Secretary, Ministry of Environment, Forest and Climate Change, Dhaka.
6. Private Secretary to the Hon'ble Minister, Ministry of Environment, Forest and Climate Change, Dhaka.
7. Private Secretary to the Hon'ble Deputy Minister, Ministry of Environment, Forest and Climate Change, Dhaka.
8. Private Secretary to the Secretary, Ministry of Environment, Forest and Climate Change, Dhaka.
9. System Analyst, Ministry of Environment, Forest & Climate Change, Dhaka (with request to upload in the website).
10. Chief Accounts Officer, Ministry of Environment, Forest and Climate Change, Dhaka.