

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

No. 22.00.0000.052.25.006.17-347

Dated: 26.09.2019

From: Md. A. Razzaque Sarer
Deputy Secretary
Ministry of Environment, Forest & Climate Change.

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

Sub : Government Order for participation in the 'Meeting on Development of Good Practice Guidance on Climate-Resilient Infrastructure Design' to be held from 01-02 October, 2019 in Manila, Philippines.

The undersigned is directed to convey the permission of the Government of the People's Republic of Bangladesh in favour of Mr. Md. Khair-Uz-Zaman, Assistant Director, Bangladesh Climate Change Trust, Dhaka, Ministry of Environment, Forest & Climate Change to participate in the 'Meeting on Development of Good Practice Guidance on Climate-Resilient Infrastructure Design' to be held from 01-02 October, 2019 in Manila, Philippines.

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 the 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 Sarer)
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 Verbale).
2. Additional Secretary (All), Ministry of Environment, Forest & Climate Change, Dhaka.
3. Managing Director, Bangladesh Climate Change Trust, Dhaka.
4. Director General, Department of Immigration and Passport, Dhaka.
5. Private Secretary to the Hon'ble Minister, Environment, Forest & Climate Change, Dhaka.
6. Private Secretary to the Hon'ble Deputy Minister, Environment, Forest & Climate Change, Dhaka.
7. Private Secretary to the Secretary, Environment, Forest & Climate Change, Dhaka.
8. System Analyst, Environment, Forest & Climate Change, Dhaka (with request to upload in the website).
9. Mr. Md. Khair-Uz-Zaman, Assistant Director, Bangladesh Climate Change Trust, Dhaka.
10. Accounts Officer, Bangladesh Climate Change Trust, Dhaka.