

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

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Dated: 24.10.2019

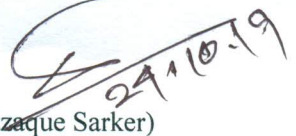
From: Md. A. Razzaque Sarker
Deputy Secretary
Ministry of Environment, Forest & Climate Change

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

Sub : Government Order for participation in the '2nd Greenhouse Gas Inventory System Training Workshop' to be held from 13-16 January, 2020 in Bangkok, Thailand.

The undersigned is directed to convey the permission of the Government of the People's Republic of Bangladesh in favor of Ms. Shahnaj Rahman, Deputy Director, Department of Environment, Dhaka to participate in the '2nd Greenhouse Gas Inventory System Training Workshop' to be held from 13-16 January, 2020 in Bangkok, Thailand.

2. The terms and conditions of this order are as follows:
 - i. She will be treated as on duty during this period;
 - ii. She will draw her 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 for this Program.
 - 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 after return.
3. This order is issued with the approval of the competent authority.


(Md. A. Razzaque Sarker)
Deputy Secretary
Phone: 88-02-9549072
E-mail: admin2@moef.gov.bd

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

1. Senior Secretary, Ministry of Foreign Affairs, Dhaka (with request to issue Note Verbale).
2. Additional Secretary (All), Ministry of Environment, Forest & Climate Change, Dhaka.
3. Director General, Department of Environment, Agargaon, Dhaka.
4. Director General, Department of Immigration and Passport, Dhaka.
5. Director, Hazrat Shahjalal International Airport, Dhaka.
6. Private Secretary to the Hon'ble Minister, Ministry of Environment, Forest & Climate Change, Dhaka.
7. Private Secretary to the Hon'ble Deputy Minister, Ministry of Environment, Forest & Climate Change, Dhaka.
8. Ms. Shahnaj Rahman, Deputy Director, Department of Environment, Dhaka
9. Private Secretary to Secretary, Ministry of Environment, Forest & Climate Change.
10. System Analyst, Ministry of Environment, Forest & Climate Change, Dhaka (with request to upload in the website).