



No. 22.00.0000.052.25.001.21.612

Date: 10 October 2023

To: Chief Accounts and Finance Officer
Ministry of Environment, Forest and Climate Change
Segun Bagicha, Dhaka

The undersigned is directed to convey the approval of the Ministry of Environment, Forest & Climate Change, Government of the People's Republic of Bangladesh, in favor of the following Officer attending a program titled 'High-Level 15th Regional Environmentally Sustainable Transport Forum in Asia and the Preceding Pre-Event', scheduled to be held in **Kuala Lumpur, Malaysia** from **October 23rd to 26th, 2023**, under the terms and conditions described in paragraph 2.

Sl No.	Name	Designation	Place of Posting
i.	Dr. Abdul Hamid	Director General	Department of Environment, Dhaka.

2. Terms and conditions:

- i. The Director General will start his journey for **Malaysia** on a convenient date near 23 October 2023;
- ii. The period of this program and the time spent for travel and transit will be treated as on duty;
- iii. He will draw his pay and allowances in local currency; **there will be no financial involvement of Bangladesh Government;**
- iv. Asian Development Bank (ADB) will bear all expenses of the aforesaid program;
- v. He will not be allowed to stay abroad more than the approved period;
- vi. He shall return to his respective workplace immediately after returning from the program and
- vii. He will have to submit reports on the program to the Admin-2 section of the Ministry of Environment, Forest and Climate Change within seven days after his return from the program.

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

10.10.2023

(Jesmin Nahar)

Senior Assistant Secretary

Phone: 02-55100257

Email: admin2@moef.gov.bd

Copy for kind information and necessary action (Not in order of seniority):

External


01. Cabinet Secretary, Cabinet Division, Bangladesh Secretariat, Dhaka.
02. Principal Secretary to the Honorable Prime Minister, Prime Minister's Office, Bangladesh.
03. Senior Secretary, Ministry of Public Administration, Bangladesh Secretariat, Dhaka.
04. Foreign Secretary (Senior Secretary), Ministry of Foreign Affairs, Dhaka.
05. H.E. High Commissioner of Bangladesh in Malaysia, High Commission for the People's Republic of Bangladesh in Malaysia.
06. H.E. High Commissioner of Malaysia in Bangladesh, High Commission of Malaysia in Bangladesh.
07. Director General, Department of Environment, Dhaka.
08. Chairman, Bangladesh Forest Industries Development Corporation.
09. Managing Director, Bangladesh Climate Change Trust.
10. Chairman, Bangladesh Rubber Board.
11. Director General (Consular), Ministry of Foreign Affairs, Dhaka **(with request to issue Note Verbale)**.
12. Chief Conservator of Forests (CC), Forest Department, Dhaka.
13. Director, Bangladesh National Herbarium.
14. Director, Bangladesh Forest Research Institute.
15. Executive Director, Hazrat Shahjalal International Airport, Dhaka.
16. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.

Internal

01. Additional Secretary (All), Ministry of Environment, Forest and Climate Change, Dhaka.
02. Private Secretary to the Hon'ble Minister, Ministry of Environment, Forest & Climate Change, Dhaka.
03. Private Secretary to the Hon'ble Deputy Minister, Ministry of Environment, Forest & Climate Change, Dhaka.
04. Private Secretary to the Secretary, Ministry of Environment, Forest & Climate Change, Dhaka.
05. System Analyst, Ministry of Environment, Forest & Climate Change, Dhaka **(with request to upload the GO on the website)**.

Personal

01. Dr. Abdul Hamid, Director General, Department of Environment, Agargaon, Dhaka.


10.10.2023
(Jesmin Nahar)
Senior Assistant Secretary