



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

No. 22.00.0000.073.11.002.14.275

Date: 10 October 2023

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

Subject: Government Order to participate in the 9th Conference of Environment Ministers in the Islamic World and Award Ceremony of the Kingdom of Saudi Arabia Award for Environmental Management in the Islamic World (KSAEM) to be held on 18-19 October 2023 in Jeddah, Kingdom of Saudi Arabia.

Dear Sir,

The undersigned is directed to convey the permission of the Government of the People's Republic of Bangladesh in favour of the following officers to participate in the 9th Conference of Environment Ministers in the Islamic World and Award Ceremony of the Kingdom of Saudi Arabia Award for Environmental Management in the Islamic World (KSAEM) to be held on 18-19 October 2023 in Jeddah, Kingdom of Saudi Arabia:


| Sl no | Name and designation | Delegation | Funding Body |
|-------|---|--------------------|---------------------------------------|
| 1. | Mr. Md. Shahab Uddin, MP Hon'ble Minister Ministry of Environment, Forest and Climate Change | Head of Delegation | Government of Kingdom of Saudi Arabia |
| 2. | Mr. Iqbal Abdullah Harun Additional Secretary Ministry of Environment, Forest and Climate Change | Member | |
| 3. | Mr. Mohammad Abdul Wadud Chowdhury Joint Secretary Ministry of Environment, Forest and Climate Change | Member | |
| 4. | Mr. Md. Akhteruzzaman Private Secretary to Honourble Minister (Joint Secretary) Ministry of Environment, Forest and Climate Change | Member | |

2. The following terms and conditions will be applicable for this tour:
- The participants will start their journey for Jeddah, Kingdom of Saudi Arabia on a convenient date close to their approved duration;
 - The period of this Conference and the time spent for travel and transit will be treated as on duty;
 - They will draw their pay and allowances in local currency during the aforesaid period.
 - All expenses of the nominees in connection with this visit will be borne by Government of Kingdom of Saudi Arabia. There is no financial involvement of the Government of the People's Republic of Bangladesh with this tour.



- v. They will not stay abroad beyond the approved period (excluding travel time).
 - vi. They will return to their respective work place immediately after returning from the meeting; and
 - vii. They will submit a report on the acquired experiences to this Ministry within 10 working days after their return to Bangladesh.
3. This order is issued with the approval of the competent authority.

Sincerely,

 10.10.2023

Md: Mazedul Islam

Deputy Secretary

Phone: +880 223357223


E-mail: env2@moef.gov.bd

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

1. Cabinet Secretary, Cabinet Division/Principal Secretary, Prime Minister Office
2. Senior Secretary, Ministry of Public Administration, Bangladesh Secretariat, Dhaka
3. Foreign Secretary (Senior Secretary), Ministry of Foreign Affairs, Segunbagicha, Dhaka
4. H.E. the Ambassador, Embassy of the People's Republic of Bangladesh, Riyadh, Kingdom of Saudi Arabia.
5. Additional Secretary (all), Ministry of Environment, Forest and Climate Change
6. Mr. Iqbal Abdullah Harun, Additional Secretary, Ministry of Environment, Forest and Climate Change
7. Director General, Department of Environment, Agargoan, Dhaka
8. Director General, Immigration and Passport, Dhaka.
9. Director General, (Consular and Welfare Wing), Ministry of Foreign Affairs, Segunbagicha, Dhaka (with a request for issuing Note Verbale)
10. Joint Secretary (Administration), Ministry of Environment, Forest and Climate Change
11. Consul General, Consulate General of the People's Republic of Bangladesh, Jeddah, Kingdom of Saudi Arabia
12. Director, Hazrat Shahjalal (Rah.) International Airport, Dhaka
13. Mr. Mohammad Abdul Wadud Chowdhury, Joint Secretary, Ministry of Environment, Forest and Climate Change
14. PS to Minister, Ministry of Environment, Forest and Climate Change, Dhaka
15. Director, Hazrat Shahjalal (Rah.) International Airport, Dhaka
16. PS to Deputy Minister, Ministry of Environment, Forest and Climate Change,
17. Senior Assistant Secretary (Admin-2), Ministry of Environment, Forest and Climate Change, Dhaka (with a request to update the database)
18. PS to Secretary, Ministry of Environment, Forest and Climate Change, Bangladesh
19. System Analyst, Ministry of Environment Forest and Climate Change (with a request to upload it in the website)
20. Accounts Officer, Ministry of Environment Forest and Climate Change

 10.10.2023

Md: Mazedul Islam

Deputy Secretary