



No. 22.00.0000.052.25.002.17.532

Date: 14 September 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 favour of the following Officer attending a session titled "Asia-Pacific Forestry Commission (APFC)" and a side event titled 'Integrating Sustainable Wood Supply with Forest and Landscape Restoration', scheduled to be held from 02<sup>nd</sup> to 06<sup>th</sup> October 2023 in Sydney, Australia under the terms and conditions described in paragraph 2:

Sl No.	Participant's Name	Designation	Place of Postin
i.	Md. Amir Hosain Chowdhury	Chief Conservator of Forests (CC)	Bangladesh Forest Department, Dhaka.

2. Terms and conditions:

- i. The Officer will start his journey for **Australia** on a convenient date close to **02 October 2023**;
  - ii. The period of this session 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. Asia-Pacific Forestry Commission will bear all expenses of the aforesaid session and the side event;
  - 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 session and
  - vii. The Officer will have to submit reports on the above-mentioned session and the side event to the Admin-2 section of the Ministry of Environment, Forest and Climate Change within seven days after his return from the session.
3. This order is issued with the approval of the competent authority.

  
14. 09. 20 23  
(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 to Australia, Bangladesh High Commission in Canberra, Australia.
06. H.E. Australian High Commissioner to Bangladesh, Australian High Commission 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. Mr. Md. Amir Hosain Chowdhury, Chief Conservator of Forests (CC), Bangladesh Forest Department, Ban Bhaban, Agargaon, Dhaka.



14.09.2023

(Jesmin Nahar)

Senior Assistant Secretary