



No. 22.00.0000.052.25.003.22(1).335

Date: 21.06.2023

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 Ministry of Environment, Forest and Climate Change, Government of the People's Republic of Bangladesh in favour of the following Officer for attending a workshop titled "Aligning Climate Change and Disaster Risk Management Actions in South Asia: Overcoming Challenges and Exploring Opportunities", 27-29 June 2023, ADB HQ in **Manila, Philippines** under the terms and conditions described in paragraph 2.

Sl No.	Name	Designation	Place of Posting
i.	Sidhartha Sankar Kundu	Deputy Secretary	Ministry of Environment, Forest and Climate Change, Bangladesh.

2. Terms and conditions:

- i. The Officer will start his journey for the **Philippines** on a convenient date near 27 June 2023;
- ii. The period of this workshop 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 workshop;
- v. He will not be allowed to stay abroad more than the approved period (except travel time);
- vi. He shall return to his respective workplace immediately after returning from the workshop; and
- vii. He will have to submit reports on the workshop to the Admin-2 section of the Ministry of Environment, Forest and Climate Change within seven days after his return from the workshop.

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


(Md. Faizur Rahman) 21.06.2023

Assistant Secretary

Phone: 02-55100157

Email: admin2@moef.gov.bd

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

External


01. Senior Secretary, Ministry of Public Administration, Bangladesh Secretariat, Dhaka.
02. Foreign Secretary (Senior Secretary), Ministry of Foreign Affairs, Dhaka.
03. Secretary, Economic Relations Division, Dhaka.
04. H.E. Ambassador of Bangladesh to the Philippines, Embassy of Bangladesh in the Philippines.
05. H.E. Ambassador of the Philippines to Bangladesh, Embassy of the Philippines in Bangladesh.
06. Director General (Consular), Ministry of Foreign Affairs, Dhaka (**with request to issue Note Verbale**).
07. Executive Director, Hazrat Shahjalal International Airport, Dhaka.
08. 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. Sidhartha Sankar Kundu, Deputy Secretary, Ministry of Environment, Forest and Climate Change, Bangladesh.


(Md. Faizur Rahman) 21.06.2023
Assistant Secretary