



Government of the people's Republic of Bangladesh  
Ministry of Environment, Forest & Climate Change  
Environment Section-2  
[www.moef.gov.bd](http://www.moef.gov.bd)

No-22.00.0000.073.01.014.15.190

Date: 11 July 2023

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

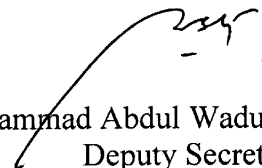
**Subject: Government Order to participate in the Agricultural Biotechnology and Biosafety Program to be held on 5-18 August, 2023 in the USA.**

Dear Sir,

The undersigned is directed to convey the permission of the Government of the People's Republic of Bangladesh in favour of Ms. Syeda Masuma Khanam, Joint Secretary and Director, Department of Environment to participate in the Agricultural Biotechnology and Biosafety Program organized by Michigan State University, from August 5-18, 2023 in the USA.

2. The following terms and conditions will be applicable for this tour:
  - i. While participating in the meeting and on journey to and from Michigan State University (MSU) in the USA, she will be treated as on duty;
  - ii. She will draw her pay and allowances in local currency during the aforesaid period.
  - iii. All expenses of the participant in connection with this visit will be borne by Michigan State University, USA. There is no financial involvement of the Government of the People's Republic of Bangladesh with this tour.
  - 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 within 10 working days after her return to Bangladesh.
3. This order is issued with the approval of the competent authority.

Sincerely,

  
- 11.07.2023  
Mohammad Abdul Wadud Chowdhury  
Deputy Secretary  
Phone: +880 223357223  
E-mail: env2moefcc@gmail.com

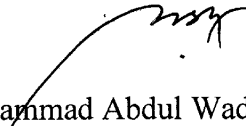


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Date: 11 July 2023

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

1. Senior Secretary, Ministry of Public Administration, Bangladesh Secretariat, Dhaka
2. Foreign Secretary (Senior Secretary), Ministry of Foreign Affairs, Segunbagicha, Dhaka
3. H.E. Ambassador & Permanent Representative, Permanent Mission of Bangladesh to the USA Office & Other International Organizations, USA
4. Additional Secretary (Environment), Ministry of Environment, Forest and Climate Change
5. Director General, Department of Environment, Agargoan, Dhaka-1217
6. Director General, Immigration and Passport, Dhaka.
7. Director, Hazrat Shahjalal (Rah.) International Airport, Dhaka
8. Ms. Syeda Masuma Khanam, Director (Joint Secretary) (Natural resource management), Department of Environment, Agargoan, Dhaka-1217
9. Senior Assistant Secretary (Admin-2), Ministry of Environment, Forest and Climate Change, Dhaka (with a request to update the database)
10. PS to Secretary, Ministry of Environment, Forest and Climate Change, Dhaka
11. System Analyst, Ministry of Environment, Forest and Climate Change (with a request to upload it in the website)
12. Accounts Officer, Ministry of Environment, Forest and Climate Change

 11.07.2023  
Mohammad Abdul Wadud Chowdhury  
Deputy Secretary