



No. 22.00.0000.052.25.001.21.415

Date: 08 August 2023

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

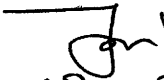
The undersigned is directed to convey the approval of the Ministry of Environment, Forest & Climate Change, Government of the People's Republic of Bangladesh, in favor of the following Officer attending a workshop titled 'International Alumni Strategy and Expert Workshop,' to be held in **Tharandt, Germany** from **24 to 30 September 2023**, under the terms and conditions described in paragraph-2.

SI No.	Name	Designation	Place of Posting
i.	<b>Dr. Md. Saifur Rahman</b>	Deputy Secretary	Ministry of Environment, Forest and Climate Change, Dhaka.

2. Terms and conditions:

- i. The Officer will start his journey for **Germany** on a convenient date near 24 September 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. German Academic Exchange Service (DAAD) 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.

  
08.08.2023  
(Jesmin Nahar)

Senior Assistant Secretary

Phone: 02-55100257

Email: [admin2@moef.gov.bd](mailto:admin2@moef.gov.bd)

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

**External**

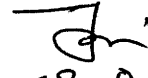
01. Senior Secretary, Ministry of Public Administration, Bangladesh Secretariat, Dhaka.
02. Foreign Secretary (Senior Secretary), Ministry of Foreign Affairs, Dhaka.
03. H.E. Ambassador, Embassy of the People's Republic of Bangladesh in Berlin, Germany.
04. H.E. Ambassador, Embassy of the Federal Republic of Germany in Dhaka, Bangladesh.
05. Director General (Consular), Ministry of Foreign Affairs, Dhaka **(with request to issue Note Verbale).**
06. Executive Director, Hazrat Shahjalal International Airport, Dhaka.
07. 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. Md. Saifur Rahman, Deputy Secretary, Ministry of Environment, Forest and Climate Change, Dhaka.

  
08.08.2023  
(Jesmin Nahar)

Senior Assistant Secretary