



No. 22.00.0000.052.25.001.21.435

Date: 17 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 Officers attending a hands-on-training course titled 'Tree Cover Assessment' to be held in **Maryland, USA** from **02 to 13 October 2023**, under the terms and conditions described in paragraph-2.

Sl No.	Name	Designation	Place of Posting
i.	<b>Afroza Begum</b>	Research Officer	RIMS Unit, Ban Bhaban, Agargaon, Dhaka
ii.	<b>Md. Tauhidor Rahaman</b>	Forester	

2. Terms and conditions:

- The Officers will start their journey for USA on a convenient date near 02 October 2023;
- The period of this training course and the time spent for travel and transit will be treated as on duty;
- They will draw their pay and allowances in local currency; **there will be no financial involvement of Bangladesh Government;**
- Compass Program of USAid Bangladesh and US Forest Service International Programs (USFS) will bear all expenses of the aforesaid training course;
- They will not be allowed to stay abroad more than the approved period (except travel time);
- They shall return to their respective workplace immediately after returning from the training course; and
- They will have to submit reports on the training course to the Admin-2 section of the Ministry of Environment, Forest and Climate Change within seven days after their return from the training course.

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

  
17-08-2023  
(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. Foreign Secretary (Senior Secretary), Ministry of Foreign Affairs, Dhaka.
02. H.E. Ambassador of Bangladesh to USA, Embassy of Bangladesh in Washington, DC, USA.
03. H.E. Ambassador of USA to Bangladesh, Embassy of USA in Dhaka, Bangladesh.
04. Chief Conservator of Forests (CC), Bangladesh Forest Department, Dhaka.
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. Ms. Afroza Begum, Research Officer, RIMS Unit, Ban Bhaban, Agargaon, Dhaka.
02. Mr. Md. Tauhidur Rahaman, Forester, RIMS Unit, Ban Bhaban, Agargaon, Dhaka.

  
17-08-2023  
(Jesmin Nahar)  
Senior Assistant Secretary