



No. 22.00.0000.052.25.001.21.681

Date: 16.11.2023

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 the 'Regional Training Workshop on Operation, Maintenance and Calibration of Gas Analyzers', scheduled to be held in Kathmandu, Nepal from November 27<sup>th</sup> to December 01<sup>st</sup>, 2023, under the terms and conditions described in paragraph 2.

SI No.	Name	Designation	Place of Posting
I.	Mr. Abdullah Al Mansur	Deputy Director	Department of Environment, Mymensingh Divisional Office
II.	Ms. Tanjina Akter	Assistant Director	Department of Environment, Dhaka
III.	Ms. Mst Gulshan Ara	Junior Chemist	Department of Environment, Dhaka Laboratory Office

2. Terms and conditions:

- i. The Officers will start their journey for Nepal on a convenient date near 27 November 2023;
- ii. The period of this meeting and the time spent for travel and transit will be treated as on duty;
- iii. They will draw their pay and allowances in local currency; **there will be no financial involvement of Bangladesh Government;**
- iv. International Centre for Integrated Mountain Development (ICIMOD) will bear all expenses of the aforesaid meeting;
- v. They will not be allowed to stay abroad more than the approved period;
- vi. They shall return to their respective workplace immediately after returning from the meeting and
- vii. They will have to submit reports on the meeting to the Admin-2 section of the Ministry of Environment, Forest and Climate Change within seven days after their returning from the event.

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

Wt 8  
16/11/2023  
(Israt Shadmin)  
Deputy Secretary  
Phone: 02-55100157  
Email: admin2@moef.gov.bd

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

**External**

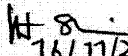
01. Foreign Secretary (Senior Secretary), Ministry of Foreign Affairs, Dhaka.
02. H.E. Ambassador of Bangladesh to Nepal, Embassy of Bangladesh in Nepal.
03. H.E. Ambassador of Nepal to Bangladesh, Embassy of Nepal in Bangladesh.
04. Director General, Department of Environment, Dhaka.
05. Director General (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. Mr. Abdullah Al Mansur, Deputy Director, Department of Environment, Mymensingh Divisional Office.
02. Ms. Tanjina Akter, Assistant Director (AirQuality Management), Department of Environment, Dhaka.
03. Ms. Mst Gulshan Ara, Junior Chemist, Department of Environment, Dhaka Laboratory Office, Dhaka.

  
16/11/2023  
(Israt Shadmin)  
Deputy Secretary