



No. 22.00.0000.052.25.001.21.682

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 officer attending the workshop on 'Concretizing actions toward agrifood systems transformation', scheduled to be held in **Bangkok, Thailand** from **December 06th to 08th, 2023**, under the terms and conditions described in paragraph 2.

Sl No.	Name	Designation	Place of Posting
i.	Ms. Fayjunnassa Akhter	Executive Magistrate (Senior Assistant Secretary)	Department of Environment

2. Terms and conditions:

- The Officer will start her journey for **Thailand** on a convenient date near 06 December 2023;
- The period of this workshop and the time spent for travel and transit will be treated as on duty;
- She will draw her pay and allowances in local currency; **there will be no financial involvement of Bangladesh Government;**
- The Food and Agriculture Organization of the United Nations will bear all expenses of the aforesaid workshop;
- She will not be allowed to stay abroad more than the approved period;
- She shall return to her respective workplace immediately after returning from the workshop and
- She 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 her return from the event.

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

IS
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

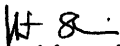
01. Foreign Secretary (Senior Secretary), Ministry of Foreign Affairs, Dhaka.
02. H.E. Ambassador of Bangladesh to Thailand, Embassy of Bangladesh in Thailand.
03. H.E. Ambassador of Thailand to Bangladesh, Royal Thai Embassy in Bangladesh.
04. Director General, Department of Environment, Dhaka.
05. Director General (Consular), Ministry of Foreign Affairs, Dhaka (**with request to issue Note Verbale**).
06. Director General, Department of Immigration and Passports, Dhaka.
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. Ms. Fayjunnassa Akhter, Executive Magistrate (Senior Assistant Secretary), Department of Environment, Headquarters.


16.11.2023
(Israt Shadmin)
Deputy Secretary