



No. 22.00.0000.052.25.001.21.724

Date: 06 December 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 and Climate Change, Government of the People's Republic of Bangladesh, in favor of the following officers attending 'Treatment, Storage, and Disposal Facilities (TSDF)' mission scheduled from **December 17th to 24th, 2023, in Japan**. This approval is granted in accordance with the terms and conditions outlined in paragraph 2.

Sl No.	Name	Designation	Place of Posting
i.	Mr. AKM Showkat Alam Mozumder	Deputy Secretary	Ministry of Environment, Forest & Climate Change, Bangladesh
ii.	Ms. Nazma Ashrafi	Deputy Secretary	
iii.	Mr. Masud Iqbal Md. Shameem	Director	Department of Environment

2. Terms and conditions:

- i. The Officers will start their journey for **Japan** on a convenient date near 17 December 2023;
- ii. The period of this mission 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;
- iv. Deutsche Gesellschaft für Internationale Zusammenarbeit GmbH (GIZ) will bear all expenses of the aforesaid mission, **there will be no financial involvement of Bangladesh Government;**
- 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 mission and
- vii. They will have to submit reports on the mission to the Admin-2 section of the Ministry of Environment, Forest and Climate Change within seven days after their return from the event.

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

Israt Shadmin
06/12/2023

(Israt Shadmin)

Deputy Secretary

Phone: 02-55100257

Email: 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 of Bangladesh to Japan, Embassy of Bangladesh in Japan.
04. H.E. Ambassador of Japan to Bangladesh, Embassy of Japan in Bangladesh.
05. Director General, Department of Environment, Dhaka.
06. Director General, Department of Immigration and Passports, Dhaka.
07. Director General (Consular), Ministry of Foreign Affairs, Dhaka (**with request to issue Note Verbale**).
08. Executive Director, Hazrat Shahjalal International Airport, Dhaka.
09. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.

Internal

01. Additional Secretary (All), Ministry of Environment, Forest and Climate Change, Dhaka.
02. Joint Secretary (Admin), Ministry of Environment, Forest and Climate Change, Dhaka.
03. Private Secretary to the Hon'ble Minister, Ministry of Environment, Forest & Climate Change, Dhaka.
04. Private Secretary to the Hon'ble Deputy Minister, Ministry of Environment, Forest & Climate Change, Dhaka.
05. Private Secretary to the Secretary, Ministry of Environment, Forest & Climate Change, Dhaka.
06. System Analyst, Ministry of Environment, Forest & Climate Change, Dhaka (**with request to upload the GO on the website**).

Personal

01. Mr. AKM Showkat Alam Mozumder, Deputy Secretary, Ministry of Environment, Forest & Climate Change, Dhaka.
02. Ms. Nazma Ashrafi, Deputy Secretary, Ministry of Environment, Forest & Climate Change, Dhaka.
03. Mr. Masud Iqbal Md. Shameem, Director, Department of Environment, Dhaka.

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06/12/2023
(Israt Shadmin)
Deputy Secretary