



Government of the People's Republic of Bangladesh  
Ministry of Environment, Forest and Climate Change  
Environment Section-2.  
[www.moef.gov.bd](http://www.moef.gov.bd)

No. 22.00.0000.073.11.002.14. 32

Date: 31 January 2024

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

**Subject: Government Order to participate in the sixth session of the United Nations Environment Assembly (UNEA-6) to be held from 26 February 2024 to 1 March 2024 in Nairobi, Kenya.**

Dear Sir,

The undersigned is directed to convey the permission of the Government of the People's Republic of Bangladesh in favour of the following officers to participate in the sixth session of the United Nations Environment Assembly (UNEA-6) to be held from 26 February 2024 to 1 March 2024 in Nairobi, Kenya

Sl. no	Name and designation	Delegation	Funding Body
1.	Mr. Iqbal Abdullah Harun Additional Secretary Ministry of Environment, Forest and Climate Change	Head of Delegation	UNEP
2.	Mr. Mohammad Abdul Wadud Chowdhury Joint Secretary Ministry of Environment, Forest and Climate Change	Member	

2. The following terms and conditions will be applicable for this tour:
  - i. The participants will start their journey for Nairobi, Kenya on a convenient date close to their approved duration;
  - ii. The period of this Conference 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 during the aforesaid period.
  - iv. All expenses of the nominees in connection with this visit will be borne by United Nations Environment Programme (UNEP). There is no financial involvement of the Government of the People's Republic of Bangladesh with this tour.
  - v. They will not stay abroad beyond the approved period (excluding travel time).
  - vi. They will return to their respective work place immediately after returning from the meeting; and
  - vii. They will submit a report on the acquired experiences to this Ministry within 10 working days after their return to Bangladesh.
3. This order is issued with the approval of the competent authority.

Sincerely,

31.01.2024

(Najneen Perveen)  
Deputy Secretary  
Tel: 0255101026  
Email: env2@moef.gov.bd




No. 22.00.0000.073.11.002.14.32 (18)

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**Copy for kind information and necessary action to (not as per seniority):**

1. Cabinet Secretary, Cabinet Division/Principal Secretary, Prime Minister Office
2. Senior Secretary, Ministry of Public Administration, Bangladesh Secretariat, Dhaka
3. Foreign Secretary (Senior Secretary), Ministry of Foreign Affairs, Segunbagicha, Dhaka
4. H.E. the High Commissioner, Bangladesh High Commission in Nairobi, Kenya
5. Mr. Iqbal Abdullah Harun, Additional Secretary, Ministry of Environment, Forest and Climate Change
6. Additional Secretary (all), Ministry of Environment, Forest and Climate Change
7. Director General, Immigration and Passport, Dhaka.
8. Director General, (Consular and Welfare Wing), Ministry of Foreign Affairs, Segunbagicha, Dhaka **(with a request for issuing Note Verbale)**
9. Joint Secretary (Administration), Ministry of Environment, Forest and Climate Change
10. Mr. Mohammad Abdul Wadud Chowdhury, Joint Secretary, Ministry of Environment, Forest and Climate Change
11. PS to Minister, Ministry of Environment, Forest and Climate Change, Dhaka
12. Director, Hazrat Shahjalal (Rah.) International Airport, Dhaka
13. Deputy Secretary (Admin-2), Ministry of Environment, Forest and Climate Change, Dhaka (with a request to update the database)
14. PS to Secretary, Ministry of Environment, Forest and Climate Change, Bangladesh
15. System Analyst, Ministry of Environment Forest and Climate Change (with a request to upload it in the website)
16. Accounts Officer, Ministry of Environment Forest and Climate Change

  
31.01.2024  
(Najneen Perveen)  
Deputy Secretary