



No. 22.00.0000.052.25.001.21.517

Date: 07.09.2023

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 a program titled "Regional Consultations of the Asia-Pacific States in Preparation for the 3rd Session of the Intergovernmental Negotiating Committee to Develop an Internationally Legally Binding Instrument on Plastic Pollution, including in the Marine Environment" to be held on **02 October 2023** in **Colombo, Sri Lanka** under the terms and conditions described in paragraph 2.

Sl No.	Name	Designation	Place of Posting
i.	<b>Md. Maruf Mohaimen</b>	Research officer (Waste and Chemicals Management)	Department of Environment, Headquarters.

2. Terms and conditions:

- i. The Officer will start his journey for **Sri Lanka** on a convenient date near **02 October 2023**;
- ii. The period of this meeting and the time spent for travel and transit will be treated as on duty;
- iii. He will draw his pay and allowances in local currency, **there will be no financial involvement of Bangladesh Government**;
- iv. United Nations Environment Programme will bear all expenses of the aforesaid meeting;
- v. He will not be allowed to stay abroad more than the approved period (except travel time);
- vi. He shall return to his respective workplace immediately after returning from the meeting; and
- vii. He 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 his return from the meeting.

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

  
07.09.2023  
(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. High Commissioner of Bangladesh to Sri Lanka, Bangladesh High Commission in Sri Lanka.
03. H.E. High Commissioner of Sri Lanka to Bangladesh, High Commission of Sri Lanka 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. Md. Maruf Mohaimen, Research officer (Waste and Chemicals Management), Department of Environment, Headquarters, Agargaon, Dhaka.

  
07.09.2023  
(Jesmin Nahar)  
Senior Assistant Secretary