



No. 22.00.0000.052.25.001.21.665

Date: 09 November 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 Officer, who serves as a member of the Regional Project Steering Committee (PSC) of the project titled 'Sustainable Management of Fisheries, Marine Living Resources, and their habitats in the Bay of Bengal region for the benefit of coastal states and communities (GCP/RAS/305/GEF).' The Officer will be attending the 'Inception Meeting' and the '1st Project Steering Committee Meeting,' scheduled to take place in Bangkok, Thailand, from **December 12th to December 14th, 2023**. This approval is in accordance with the terms and conditions outlined in paragraph 2.

Sl No.	Name	Designation	Place of Posting
i.	Dr. Md. Saifur Rahman	Deputy Secretary	Ministry of Environment, Forest and Climate Change, Dhaka.

2. Terms and conditions:

- i. The Officer will start his journey for **Thailand** on a convenient date near 12 December 2023;
- ii. The period of these meetings 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. The project will bear all expenses of the aforesaid meetings;
- 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 meetings and
- vii. He will have to submit reports on the meetings to the Admin-2 section of the Ministry of Environment, Forest and Climate Change within seven days after his return from the event.

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


09. 11. 2023
(Jesmin Nahar)

Senior Assistant 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 Thailand, Embassy of Bangladesh in Thailand.
04. H.E. Ambassador of Thailand to Bangladesh, Royal Thai Embassy in Bangladesh.
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. 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. Dr. Md. Saifur Rahman, Deputy Secretary, Ministry of Environment, Forest and Climate Change, Dhaka.



09.11.2023

(Jesmin Nahar)

Senior Assistant Secretary