



No. 22.00.0000.052.25.001.21.598

Date: 05.10.2023

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 attending a training course titled 'Issue-Focused Training Course on Coastal and Marine Ecosystem Conservation Management for Global Biodiversity Goals (202003682J042)'. The training course is scheduled to be held in Japan from **November 1st** to **December 8th**, 2023, under the terms and conditions described in paragraph 2.

SI No.	Name	Designation	Place of Posting
i.	Mr. Md. Shamim Reza Mithu	Assistant Conservator of Forests	Social Forest Division, Bagerhat, Bangladesh Forest Department

2. Terms and conditions:

- i. The Officer will start his journey for **Japan** on a convenient date near 01 November 2023;
- ii. The period of this training course 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. JICA (Japan International Cooperation Agency) will bear all expenses of the aforesaid training course;
- v. He will not be allowed to stay abroad more than the approved period;
- vi. He shall return to his respective workplace immediately after returning from the training course and
- vii. He will have to submit reports on the training course to the Admin-2 section of the Ministry of Environment, Forest and Climate Change within seven days after his return from the training course.

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

05.10.2023
(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. Foreign Secretary (Senior Secretary), Ministry of Foreign Affairs, Dhaka.
02. H.E. Ambassador of Bangladesh to Japan, Embassy of Bangladesh in Japan.
03. H.E. Ambassador of Japan to Bangladesh, Embassy of Japan in Bangladesh.
04. Director General (Consular), Ministry of Foreign Affairs, Dhaka (**with request to issue Note Verbale**).
05. Chief Conservator Forests (Current Charge), Bangladesh Forest Department, Dhaka.
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. Shamim Reza Mithu, Assistant Conservator of Forests, Social Forest Division, Bagerhat, Bangladesh Forest Department.


05.10.2023
(Jesmin Nahar)
Senior Assistant Secretary