

Government of the People's Republic of Bangladesh
Ministry of Environment, Forest & Climate Change
Administration-2 Section
www.moef.gov.bd

Record No. 22.00.0000.000.052.25.0007.24.385

Date: 07 August 2025

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

Subject: **Government Order for Participation in the "NAP EXPO 2025," 12-15 August 2025, Lusaka, Zambia**

The undersigned is directed to convey the approval of the Government of the People's Republic of Bangladesh for the following official to participate in the "NAP EXPO 2025," organized by the United Nations Framework Convention on Climate Change (UNFCCC), to be held from **12 to 15 August 2025 in Lusaka, Zambia**:


Name & Designation	Office	Program Details
Mr. AKM Showkat Alam Mozumder Joint Secretary (Passport No. E00111933)	Ministry of Environment, Forest, and Climate Change, Dhaka	Participation in the "NAP EXPO 2025," Lusaka, Zambia 12-15 August 2025

This approval is accorded under the following terms and conditions:

2. Terms and conditions


- The official will travel to Lusaka, Zambia on or around 11 August 2025 and return to Bangladesh on or around 16 August 2025, subject to flight availability and travel convenience;
- The entire duration of the visit, including travel and transit, shall be treated as on duty;
- The official shall draw his pay and allowances in local currency; no part of it shall be drawn in foreign currency;
- All expenses related to his participation in the event will be borne by the United Nations Climate Change Secretariat. **There will be no financial involvement from the Government of Bangladesh;**
- The official shall not stay abroad beyond the approved period (except for travel time);
- He must report back to his office immediately upon completion of the event; and
- He is required to submit a report on the event to the Admin-2 Section of the Ministry of Environment, Forest and Climate Change within seven (7) working days of return.
- The order issued in the memorandum number 22.00.0000.087.25.001.24.58, dated 19 March 2025 is hereby cancelled.

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


07-08.2025
Jesmin Nahar
Deputy Secretary
Phone: 02-55100257
Email: admin2@moef.gov.bd

Copy for kind information and necessary action (Not in order of seniority):

1. Senior Secretary, Ministry of Public Administration/Ministry of Home Affairs, Dhaka.
2. Foreign Secretary, Ministry of Foreign Affairs, Dhaka.
3. H.E. High Commissioner, High Commission of the Republic of Zambia, New Delhi, India.
4. H.E. High Commissioner of Bangladesh to South Africa (concurrently accredited to Zambia), Bangladesh High Commission, Pretoria, South Africa.
5. Additional Secretary (All), Ministry of Environment, Forest and Climate Change, Dhaka.
6. Director General, Department of Immigration and Passports, Dhaka.
7. Mr. AKM Showkat Alam Mozumder, Joint Secretary, Ministry of Environment, Forest and Climate Change, Dhaka.
8. Director General (Consular), Ministry of Foreign Affairs, Dhaka **(with a request to issue Note Verbale)**.
9. Private Secretary to the Honorable Advisor, Ministry of Environment, Forest and Climate Change, Dhaka.
10. System Analyst, Ministry of Environment, Forest & Climate Change, Dhaka **(with a request to upload the GO on the MoEFCC website)**.
11. Private Secretary to the Secretary, Ministry of Environment, Forest & Climate Change, Dhaka.
12. Executive Director, Hazrat Shahjalal International Airport, Dhaka.
13. Accounts Officer, Ministry of Environment, Forest & Climate Change, Dhaka.
14. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.


07.08.2025
Jesmin Nahar
Deputy Secretary

