

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

Record No. 22.00.0000.052.25.007.24.119

Date: 09 March 2025

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

Subject: **Government Order (GO) for Participation in the 6th Global Conference on Biodiversity Finance, Santiago, Chile**

The undersigned is directed to convey the approval of the Government of the People's Republic of Bangladesh for **Dr. Mohammad Shaheed Hossain Chowdhury, Deputy Secretary**, Ministry of Environment, Forest and Climate Change, Dhaka, to participate in the 6th Global Conference on Biodiversity Finance, scheduled to be held from **6 to 8 May 2025** in **Santiago, Chile**. This approval is granted in accordance with the following terms and conditions:

2. Terms and conditions

- i. The official will commence his journey for Santiago on a convenient date near 6 May 2025;
- ii. The duration of the conference, including travel and transit time, will be treated as on duty;
- iii. He will draw his pay and allowances in local currency, and no part of it shall be drawn in foreign currency;
- iv. The United Nations Development Programme (UNDP) will cover all expenses related to his participation. **There will be no financial involvement from the Government of Bangladesh;**
- v. He will not stay abroad beyond the approved period (except for travel time);
- vi. He must return to his workplace after completing the program; and
- vii. He is required to submit a report on the conference to the Admin-2 Section of the Ministry of Environment, Forest, and Climate Change within seven days of his return.

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

  
09.03.2025  
(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, Dhaka.
2. Foreign Secretary, Ministry of Foreign Affairs, Dhaka.
3. H.E. Ambassador of Bangladesh to the Federative Republic of Brazil (concurrently accredited to Chile), Embassy of Bangladesh in Brasilia, Brazil.
4. H.E. Ambassador of the Republic of Chile to India (concurrently accredited to Bangladesh), Embassy of Chile in New Delhi, India.
5. Additional Secretary (All), Ministry of Environment, Forest and Climate Change, Dhaka.
6. Director General, Department of Immigration and Passports, Dhaka.
7. Director General (Consular), Ministry of Foreign Affairs, Dhaka **(with a request to issue Note Verbale).**
8. Dr. Mohammad Shaheed Hossain Chowdhury, Deputy Secretary, Ministry of Environment, Forest and Climate Change, Dhaka
9. Private Secretary to the Honorable Adviser, Ministry of Environment, Forest & Climate Change, Dhaka.
10. Private Secretary to the Secretary, Ministry of Environment, Forest & Climate Change, Dhaka.
11. System Analyst, Ministry of Environment, Forest & Climate Change, Dhaka **(with a request to upload the GO on the MoEFCC website).**
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.

  
09.03.2025  
(Jesmin Nahar)  
Deputy Secretary