

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

Record No. 22.00.0000.000.052.25.0007.24.596

Date: 08 December 2025

**Government Order**

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, for the participation of the following official in the **“Training on Coastal Resilience through Technology-Based Forest Management and Mangrove Ecosystem”**, scheduled to be held in **Japan from 12–25 January 2026** under the JICA-supported project **“Enhancing Coastal Resilience Through Technology-Based Forest Management.”**

Sl. No.	Name	Designation & Office
i.	<b>Ms. Shamima Begum</b> (Passport No. E00 162 468)	Joint Secretary, Ministry of Environment, Forest and Climate Change, Dhaka

2. This approval is accorded under the following terms and conditions:

- The official will commence her journey to Japan on or around **11 January 2026** and return on or around **26 January 2026**, subject to travel convenience and confirmed flight schedule;
- The entire duration of the visit, including travel and transit, shall be treated as on duty;
- She will draw her pay and allowances in local currency, and no part of it shall be drawn in foreign currency;
- All expenses related to her participation will be borne by the Japan International Cooperation Agency (JICA). **There will be no financial involvement from the Government of Bangladesh;**
- The official will not stay abroad beyond the approved period (except for unavoidable travel time);
- She must report back to her office immediately upon completion of the program; and
- She is required to submit a brief report on the program to the **Admin-2 Section**, Ministry of Environment, Forest and Climate Change within seven (07) days of her return.

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



08.12.2025  
(Jesmin Nahar)


Deputy Secretary

Phone: 02-55100257

Email: [admin2@moefcc.gov.bd](mailto:admin2@moefcc.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. Ambassador of Bangladesh to Japan, Embassy of Bangladesh in Japan.
4. H.E. Ambassador of Japan to Bangladesh, Embassy of Japan in Bangladesh.
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. **Ms. Shamima Begum**, Joint Secretary, Ministry of Environment, Forest and Climate Change, Dhaka.
9. Executive Director, Hazrat Shahjalal International Airport, Dhaka.
10. Private Secretary to the Honourable Adviser, 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. Chief Accounts and Finance Officer, Ministry of Environment, Forest and Climate Change, Segun Bagicha, Dhaka.
13. Private Secretary to the Secretary, Ministry of Environment, Forest & Climate Change, Dhaka.
14. Accounts Officer.....
15. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.

  
08.12.2025  
(Jesmin Nahar)  
Deputy Secretary

