

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. 22.00.0000.052.25.007.24.86

Date: 12 February 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 "CIF Trust Fund Committees (TFC) Meetings" in Washington, D.C., USA, from 24 to 28 February 2025**

The undersigned is directed to convey the approval of the Government of the People's Republic of Bangladesh for **Dr. Farhina Ahmed, Secretary**, Ministry of Environment, Forest and Climate Change, to attend the **Climate Investment Funds (CIF) Trust Fund Committees (TFC) Meetings**, scheduled to be held at the World Bank Headquarters, **Washington, D.C., USA, from 24 to 28 February 2025**. This approval is granted under the following terms and conditions:

2. Terms and conditions


- i. The duration of the visit, including travel and transit, shall be considered on duty;
- ii. She will draw her pay and allowances in local currency. No part of it shall be drawn in foreign currency;
- iii. Climate Investment Funds (CIF) will cover the Respected Secretary's round-trip economy-class airfare, accommodation, and daily allowances. The remaining expenses, if applicable, will be covered by the travel expenses budget of the Ministry of Environment, Forest and Climate Change (Budget Code: 03-1450101-124496-3244101) as per her entitlement; and
- iv. She will not stay abroad beyond the approved period, except for necessary travel time.

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

  
12.02.2025  
(Jesmin Nahar)  
Deputy Secretary  
Phone: 02-55100257  
Email: [admin2@moef.gov.bd](mailto:admin2@moef.gov.bd)

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

1. Cabinet Secretary, Cabinet Division, Dhaka/Principal Secretary to the Honorable Chief Adviser, Chief Adviser's Office, Dhaka.
2. Senior Secretary, Ministry of Public Administration, Dhaka.
3. Senior Secretary, Ministry of Home Affairs, Dhaka.
4. Foreign Secretary, Ministry of Foreign Affairs, Dhaka.
5. Dr. Farhina Ahmed, Secretary, Ministry of Environment, Forest & Climate Change, Dhaka.
6. H.E. Ambassador of Bangladesh to the United States, Embassy of Bangladesh, Washington, D.C., USA.
7. H.E. Ambassador of the United States to Bangladesh, U.S. Embassy, Dhaka.
8. Additional Secretary (All), Ministry of Environment, Forest and Climate Change, Dhaka.
9. Director General, Department of Environment, Dhaka.
10. Chairman, Bangladesh Forest Industries Development Corporation, Dhaka.
11. Managing Director, Bangladesh Climate Change Trust, Dhaka.
12. Chairman, Bangladesh Rubber Board, Chattogram.
13. Director, Bangladesh National Herbarium, Dhaka.
14. Chief Conservator of Forests (CC), Forest Department, Dhaka.
15. Director, Bangladesh Forest Research Institute, Chattogram.
16. Director General, Department of Immigration and Passports, Dhaka.
17. Director General (Consular), Ministry of Foreign Affairs, Dhaka (**with a request to issue Note Verbale**).
18. Private Secretary to the Honorable Advisor, Ministry of Environment, Forest & Climate Change, Dhaka.
19. Ms. Fahmida Hoque Khan, Deputy Secretary (Budget-2) & DDO, Ministry of Environment, Forest & Climate Change, Dhaka.
20. Private Secretary to the Secretary, Ministry of Environment, Forest & Climate Change, Dhaka.
21. System Analyst, Ministry of Environment, Forest & Climate Change, Dhaka (**with a request to upload the GO on the MoEFCC website**).
22. Executive Director, Hazrat Shahjalal International Airport, Dhaka.
23. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.

  
12.02.2025  
(Jesmin Nahar)  
Deputy Secretary