

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. 22.00.0000.000.052.25.0007.24.319

Date: 24 June 2025

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

Subject: **Participation in the “Mountain Biodiversity” Regional Science-Policy-Investment Dialogue, Guiyang, China (05–06 July 2025)**

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 following official to participate in the “Mountain Biodiversity” Regional Science-Policy-Investment Dialogue, jointly organized by the Chengdu Institute of Biology (CIB), Chinese Academy of Sciences (CAS), Guizhou Provincial Department of Ecology and Environment, and the International Centre for Integrated Mountain Development (ICIMOD). The program will take place from **05 to 06 July 2025** in **Guizhou Province, China**.

Name & Designation	Office	Program Details
<b>Mr. Md. Mahmudul Hassan</b> Assistant Chief Conservator of Forests	Management Plan Unit, Forest Department, Agargaon, Dhaka	Guizhou Province, China: 05–06 July 2025 Participation in the “Mountain Biodiversity” Regional Science-Policy-Investment Dialogue

This approval is accorded under the following terms and conditions:

2. Terms and conditions
  - i. The official will commence his journey to China on or around 04 July 2025 and return upon completion of the program on or around 07 July 2025, depending on travel convenience;
  - ii. The entire duration of the visit, including travel and transit, shall be considered 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. All expenses related to his participation will be borne by the organizer ICIMOD. **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 report back to his office immediately upon completion of the dialogue; and
  - vii. He is required to submit a report on the dialogue 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.

  
24.06.2025  
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. Foreign Secretary, Ministry of Foreign Affairs, Dhaka.
2. H.E. Ambassador of Bangladesh to the People's Republic of China, Embassy of Bangladesh in Beijing, China.
3. H.E. Ambassador of the People's Republic of China, Embassy of People's Republic of China in Dhaka, Bangladesh.
4. Additional Secretary (All), Ministry of Environment, Forest and Climate Change, Dhaka.
5. Director General, Department of Immigration and Passports, Dhaka.
6. Director General (Consular), Ministry of Foreign Affairs, Dhaka **(with a request to issue Note Verbale)**.
7. Chief Conservator of Forests (cc), Forest Department, Dhaka.
8. Mr. Md. Mahmudul Hasan, Assistant Chief Conservator of Forests, Management Plan Unit, Forest Department, Agargaon, Dhaka.
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.

  
24.06.2025  
Jesmin Nahar  
Deputy Secretary

