

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

Record No. 22.00.0000.000.052.25.0007.24.585

Date: 27 November 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 following official to participate in the **Seventh Session of the United Nations Environment Assembly (UNEA-7)** to be held from **08–12 December 2025** at the **UNEP Headquarters, Nairobi, Kenya**.

Sl. No.	Name	Designation	Office
i.	Mr. Md Ziaul Haque (Passport No. E00011822)	Additional Director General (Current In-Charge)	Department of Environment (Headquarters), Dhaka

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

- i. The official will commence his journey to Kenya on or around **07 December 2025** and return on or around **14 December 2025**, subject to travel convenience and approved program schedule;
- ii. The entire duration of the visit, including travel and transit, shall 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. All expenses related to participation in the event(s) will be **borne by the UNEP Secretariat**. There **will be no financial involvement from the Government of Bangladesh** ;
- v. The official shall not stay abroad beyond the approved period (except for travel time);
- vi. He must report back to his office **immediately upon completion** of the event(s); and
- vii. He is required to submit a **brief report** on the event(s) to the **Administration-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.



27.11.2025
Milton Chandra Roy
Senior Assistant 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 Republic of Kenya, Embassy of Bangladesh, Nairobi, Kenya.
3. H.E. Ambassador of the Republic of Kenya to Bangladesh, Embassy of Kenya, New Delhi, India (concurrently accredited).
4. Additional Secretary (All), Ministry of Environment, Forest & Climate Change, Dhaka.
5. Director General, Department of Immigration and Passports, Dhaka.
6. Director General, Department of Environment, Dhaka.
7. Director General (Consular), Ministry of Foreign Affairs, Dhaka **(with a request to issue Note Verbale).**
8. **Mr. Md Ziaul Haque**, Additional Director General (Current In-Charge), Department of Environment, Headquarters, 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. Private Secretary to the Secretary, Ministry of Environment, Forest & Climate Change, Dhaka.
13. Chief Accounts and Finance Officer, Ministry of Environment, Forest and Climate Change, Segun Bagicha, Dhaka.
14. Accounts Officer.....
15. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.

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27.11.2025
Milton Chandra Roy
Senior Assistant Secretary

