

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

Record No. 22.00.0000.000.052.25.0007.24.371

Date: 29 July 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 Training Course on “Sustainable Forest Management with Community Participation” in Japan (10 September – 19 November 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 training course titled **“Sustainable Forest Management with Community Participation [202411701J001J]**, to be held in **Japan from 10 September to 19 November 2025**. The program is being organized with the support of the Japan International Cooperation Agency (JICA).

Name & Designation	Office	Program Details
Mr. Md. Shariful Islam Assistant Conservator of Forests (ACF) (Passport No. E00268120)	Resources Information Management System (RIMS) Unit, Forest Department, Dhaka	Japan: 10 September -19 November 2025 (Training Participation)

This approval is accorded under the following terms and conditions:

2. Terms and conditions

- i. The official will commence his journey to Japan on or around **09 September 2025** and return upon completion of the program on or around **20 November 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 **JICA. 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 program; and
- vii. He is required to submit a report on the training program 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.


29.07.2025
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 Japan to Bangladesh, Embassy of Japan in Dhaka.
3. H.E. Ambassador of Bangladesh to Japan, Embassy of Bangladesh in Tokyo.
4. Additional Secretary (All), Ministry of Environment, Forest and Climate Change, Dhaka.
5. Director General, Department of Immigration and Passports, Dhaka.
6. Chief Conservator of Forests, Forest Department, Dhaka.
7. Director General (Consular), Ministry of Foreign Affairs, Dhaka **(with a request to issue Note Verbale).**
8. System Analyst, Ministry of Environment, Forest & Climate Change, Dhaka **(with a request to upload the GO on the MoEFCC website).**
9. Private Secretary to the Secretary, Ministry of Environment, Forest & Climate Change, Dhaka.
10. Ms. MIURA Mari, Senior Representative, JICA Bangladesh Office.
11. Executive Director, Hazrat Shahjalal International Airport, Dhaka.
12. Accounts Officer, Ministry of Environment, Forest & Climate Change, Dhaka.
13. Mr. Md. Shariful Islam, Assistant Conservator of Forests (ACF), Resources Information Management System (RIMS) Unit, Forest Department, Dhaka **(with a request to submit a report on the acquired experience from the training upon its completion).**
14. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.


29.07.2025
Jesmin Nahar
Deputy Secretary

