

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

Record No. 22.00.0000.052.25.007.24.78

Date: 10 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 South Asia Regional Workshop on Locally Led Adaptation from 12 to 14 February 2025 in Kathmandu, Nepal**

The undersigned is directed to convey the approval of the Government of the People's Republic of Bangladesh for the following officials to participate in the South Asia Regional Workshop on Locally Led Adaptation, scheduled to be held from **12 to 14 February 2025** at the Everest Hotel, **Kathmandu, Nepal**:

Sl. No.	Participant's Name & Designation	Office
i.	Mr. Mohammad Tariful Bari Joint Secretary	Ministry of Environment, Forest and Climate Change, Dhaka
ii.	Mr. Md Ebadot Hossain Deputy Secretary	Local Government Division Ministry of Local Government, Rural Development & Cooperatives, Dhaka

This approval is granted in accordance with the terms and conditions outlined below:

2. Terms and conditions
 - i. The officials will commence their journey to Kathmandu, Nepal, on a convenient date near **12 February 2025**;
 - ii. The period of the workshop, including travel and transit time, will be treated as on duty;
 - iii. They will draw their pay and allowances in local currency, and no part shall be drawn in foreign currency;
 - iv. Global Center on Adaptation (GCA) will bear all expenses related to the participation of the officials in this workshop. **There will be no financial involvement from the Government of Bangladesh**;
 - v. They will not stay abroad beyond the approved period (except for travel time);
 - vi. They must return to their respective workplaces and report to their authorities immediately after completing the workshop; and
 - vii. They are required to submit a report on the workshop to the Admin-2 Section of the Ministry of Environment, Forest, and Climate Change within seven days of their return.
3. This order is issued with the approval of the competent authority.


10.02.2025
(Jesmin Nahar)
Deputy Secretary
Phone: 02-55100257
Email: admin2@moef.gov.bd

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

External

01. Senior Secretary, Ministry of Public Administration, Dhaka.
02. Foreign Secretary, Ministry of Foreign Affairs, Dhaka.
03. Secretary, Local Government Division, Ministry of Local Government, Rural Development & Cooperatives, Dhaka.
[Attention: PS to the Secretary, Local Government Division, Ministry of Local Government, Rural Development & Cooperatives, Dhaka]
04. H.E. Ambassador of Bangladesh to Nepal, Embassy of Bangladesh in Nepal.
05. H.E. Ambassador of Nepal to Bangladesh, Embassy of Nepal in Bangladesh.
06. Director General, Department of Immigration and Passports, Dhaka.
07. Director General (Consular), Ministry of Foreign Affairs, Dhaka **(with a request to issue Note Verbale)**.
07. Executive Director, Hazrat Shahjalal International Airport, Dhaka.
08. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.

Internal

01. Additional Secretary (All), Ministry of Environment, Forest and Climate Change, Dhaka.
02. Private Secretary to the Honorable Advisor, Ministry of Environment, Forest & Climate Change, Dhaka.
03. Private Secretary to the Secretary, Ministry of Environment, Forest & Climate Change, Dhaka.
04. System Analyst, Ministry of Environment, Forest & Climate Change, Dhaka **(with a request to upload the GO on the website)**.

Personal

01. Mr. Mohammad Tariful Bari, Joint Secretary, Ministry of Environment, Forest and Climate Change, Dhaka.
02. Mr. Md. Ebadot Hossain, Deputy Secretary, Local Government Division, Ministry of Local Government, Rural Development & Cooperatives, Dhaka.


10.02.2025
(Jesmin Nahar)
Deputy Secretary