

Government of the People's Republic of Bangladesh  
Ministry of Environment, Forest & Climate Change  
Administration-2 Section  
[www.moefcc.gov.bd](http://www.moefcc.gov.bd)

Record No. 22.00.0000.000.052.25.0007.24.575

Date: 20 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 "*Sustainability and Trade Learning Exchange and STILE II Project Planning Workshop 2026*", scheduled to be held from **23–26 November 2025** in Kathmandu, Nepal, organized by the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH..

Sl. No.	Name	Designation & Office
i.	<b>Ms. Fahmida Hoque Khan</b> (Passport No. E00126304)	Deputy Secretary, Ministry of Environment, Forest and Climate Change, Dhaka

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

- i. The official will commence her journey to Nepal on or around **22 November 2025** and return on or around **27 November 2025**, subject to travel convenience and approved schedule;
- ii. The entire duration of the visit, including travel and transit, shall be treated as on duty;
- iii. She will draw her pay and allowances in **local currency** and no part of it shall be drawn in foreign currency;
- iv. All expenses related to her participation will be borne by GIZ Bangladesh. **There will be no financial involvement from the Government of Bangladesh;**
- v. The official will not stay abroad beyond the approved period (except for unavoidable travel time);
- vi. She must report back to her office immediately upon completion of the session; and
- vii. She is required to submit a **brief report** on the session to the Admin-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.



20.11.2025

Milton Chandra Roy

Senior Assistant Secretary

Phone: 02-55100257

Email: [admin2@moefcc.gov.bd](mailto:admin2@moefcc.gov.bd)

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

1. Senior Secretary, Ministry of Public Administration/Ministry of Home Affairs, Dhaka.
2. Foreign Secretary, Ministry of Foreign Affairs, Dhaka.
3. H.E. Ambassador of Bangladesh to Nepal, Embassy of Bangladesh in Nepal.
4. H.E. Ambassador of Nepal to Bangladesh, Embassy of Nepal in Bangladesh.
5. Additional Secretary (All), Ministry of Environment, Forest and Climate Change, Dhaka.
6. Director General, Department of Immigration and Passports, Dhaka.
7. Director General (Consular), Ministry of Foreign Affairs, Dhaka **(with a request to issue Note Verbale).**
8. Executive Director, Hazrat Shahjalal International Airport, Dhaka.
9. **Ms. Fahmida Hoque Khan**, Deputy Secretary, 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. Chief Accounts and Finance Officer, Ministry of Environment, Forest and Climate Change, Segun Bagicha, Dhaka.
12. Private Secretary to the Secretary, Ministry of Environment, Forest & Climate Change, Dhaka.
13. Accounts Officer.....
14. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.

  
20.11.2025  
Milton Chandra Roy  
Senior Assistant Secretary

