

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

Record No. 22.00.0000.000.052.25.0007.24.535

Date: 09 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 **Mr. Md. Mahiuddin Manik**, Deputy Director (Coordination), Department of Environment, Dhaka to to participate in the "*Thematic Meeting of South Asia National Ozone Officers (NOOs) focused on Inventory of Ozone-Depleting Substance (ODS) Banks*", scheduled to be held from **18–20 November 2025** in **Bangkok, Thailand**, organized by the **United Nations Environment Programme (UNEP), OzonAction, Compliance Assistance Programme for the South Asia Network.**

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

- i. The official will commence his journey to Thailand on or around **17 November 2025** and return on or around **21 November 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. The official will draw his pay and allowances in local currency, with no part drawn in foreign currency;
- iv. All expenses related to participation in the meeting, including airfare, accommodation, daily subsistence allowance, and other logistical costs, will be borne by the **United Nations Environment Programme (UNEP)**. **There will be no financial involvement from the Government of Bangladesh** ;
- v. The official will not stay abroad beyond the approved period (except for travel time);
- vi. The official must report back to his office immediately upon completion of the event(s); and
- vii. He shall submit a report on the meeting(s) to the Administration-2 Section of the Ministry of Environment, Forest and Climate Change within seven days of return.

3. This order is issued with the approval of the competent authority.

  
**19.11.2025**  
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 Thailand, Embassy of Bangladesh in Thailand.
3. H.E. Ambassador of Thailand to Bangladesh, Royal Thai Embassy in Bangladesh.
4. Director General, Department of Environment, 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. Executive Director, Hazrat Shahjalal International Airport, Dhaka.
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. Chief Accounts and Finance Officer, Ministry of Environment, Forest and Climate Change, Segun Bagicha, Dhaka
11. Mr. Md. Mahiuddin Manik, Deputy Director (Coordination), Department of Environment, Dhaka.
12. Accounts Officer.....
13. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.



19.11.2025

Milton Chandra Roy

Senior Assistant Secretary

