

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

Record No. 22.00.0000.052.25.007.24.95

Date: 16 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 Technical Committee Meeting of the Science Policy and Finance Dialogue (SPFD) on Air Quality Management in the Indo-Gangetic Plain and Himalayan Foothills (IGP-HF) in Kathmandu, Nepal, from 5 to 6 March 2025**

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 Technical Committee Meeting of the Science Policy and Finance Dialogue (SPFD) on Air Quality Management in the Indo-Gangetic Plain and Himalayan Foothills (IGP-HF), scheduled to take place from **5 to 6 March 2025** at ICIMOD, Kathmandu, Nepal:

Sl. No.	Participant's Name & Designation	Office
i.	Mr. Md Ziaul Haque Director	Department of Environment, Dhaka
ii.	Mr. Mohammad Abdul Motalib Deputy Director	
iii.	Ms. Mahmuda Tamanna Khan Inspector	

This approval is granted under the following terms and conditions:

2. Terms and conditions
  - i. The officials will commence their journey for **Kathmandu, Nepal** on a convenient date near **5 March 2025**;
  - ii. The duration of the program, including travel and transit, shall be considered on duty;
  - iii. The officials will draw their pay and allowances in local currency; no part of it shall be drawn in foreign currency;
  - iv. The International Centre for Integrated Mountain Development (ICIMOD) will bear all expenses related to the participation of the officials in this program. **There will be no financial involvement from the Government of Bangladesh;**
  - v. The officials shall not stay abroad beyond the approved duration, except for necessary travel time;
  - vi. They must return to their respective workplaces and report to their authorities immediately after completing the meetings;
  - vii. They are required to submit a report on the meetings 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.

  
16.02.2025  
(Jesmin Nahar)  
Deputy Secretary  
Phone: 02-55100257  
Email: admin2@moef.gov.bd

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

1. Foreign Secretary, Ministry of Foreign Affairs, Dhaka.
2. H.E. Ambassador of Bangladesh to Nepal, Embassy of Bangladesh in Nepal.
3. H.E. Ambassador of Nepal to Bangladesh, Embassy of Nepal in Bangladesh.
3. Additional Secretary (All), Ministry of Environment, Forest and Climate Change, Dhaka.
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. Private Secretary to the Honorable Advisor, Ministry of Environment, Forest & Climate Change, Dhaka.
8. Mr. Md Ziaul Haque, Director, Department of Environment, Dhaka.
9. Private Secretary to the Secretary, Ministry of Environment, Forest and Climate Change, Dhaka.
10. Mr. Mohammad Abdul Motalib, Deputy Director, Department of Environment, Dhaka.
11. System Analyst, Ministry of Environment, Forest & Climate Change, Dhaka (**with a request to upload this GO on the MoEFCC website**).
12. Ms. Mahmuda Tamanna Khan, Inspector, Department of Environment, Dhaka.
13. Executive Director, Hazrat Shahjalal International Airport, Dhaka.
14. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.

  
16.02.2025  
(Jesmin Nahar)  
Deputy Secretary