

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

No. 22.00.0000.073.24.018.21.369

Date: 12 October 2025

To: Chief Accounts and Finance Officer  
Ministry of Environment, Forest and Climate Change  
Segunbagicha, Dhaka

Subject: Government Order for participation in the Regional Technical workshop for the to be held on 19-21 November in Shuva, Fiji

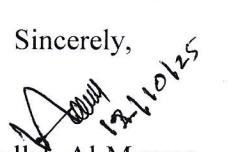
Dear Sir,

The undersigned is directed to convey the permission of the Government of the People's Republic of Bangladesh in favour of the following officers to participate in the Regional Technical workshop for the Global Environment Facility (GEF) funded project "Towards supporting preparation of the Fifth National Report on the Implementation of the Cartagena Protocol on Biosafety to the Convention on Biological Diversity (CBD) GEFID 11907" and "Support towards Preparation of the First National Report on the Implementation of the Nagoya Protocol on Access to Genetic Resources and the Fair and Equitable Sharing of Benefits arising from their Utilization (GEFIDo be held on 19-21 November in Shuva, Fiji

Sl. no	Name and designation	Passport Number
1.	Abdullah-Al-Mamun Deputy Secretary Ministry of Environment, Forest and Climate Change	F00069779
2.	Md. Shariful Haque Assistant Director Department of Environment, Agargoan, Dhaka-1207	E00158562

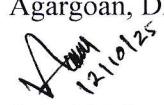
2. The following terms and conditions will be applicable for this tour:
  - i. While participating in the meeting and on journey to and from Shuva, Fiji they will be treated as on duty;
  - ii. They will draw their pay and allowances in local currency during the aforesaid period;
  - iii. All expenses of the participants in connection with this visit will be borne by the United Nations Environment Programme (UNEP). There is no financial involvement of the Government of the People's Republic of Bangladesh with this tour.;
  - iv. They will not stay abroad beyond the approved period (excluding travel time); and
  - v. They will submit a report on the acquired experiences to this Ministry within 10 working days after their return to Bangladesh.
3. This order is issued with the approval of the competent authority.

Sincerely,

  
Abdullah-Al-Mamun  
Deputy Secretary  
Mobile No. 01345-776043  
Email: env2@moef.gov.bd

**Copy for kind information and necessary action to (not as per seniority):**

1. Senior Secretary, Ministry of Public Administration, Bangladesh Secretariat, Dhaka
2. Foreign Secretary, Ministry of Foreign Affairs, Segunbagicha, Dhaka
3. H.E. High Commissioner of Bangladesh to Australia, High Commission of Bangladesh, Canberra, Australia.
4. H.E. High Commissioner of Australia to Bangladesh, Australian High Commission, Dhaka
5. Additional Secretary (Environment), Ministry of Environment, Forest and Climate Change
6. Director General, Department of Environment, Agargoan, Dhaka
7. Director General, Immigration and Passport, Dhaka.
8. Director General (Consular), Ministry of Foreign Affairs, Dhaka **(with request to issue Note Verbale).**
9. Joint Secretary (Administration), Ministry of Environment, Forest and Climate Change
10. PS to Honourable Adviser, Ministry of Environment, Forest and Climate Change, Dhaka
11. Director, Hazrat Shahjalal (Rah.) International Airport, Dhaka
12. Mr. Abdullah-Al-Mamun, Deputy Secretary, Ministry of Environment, Forest and Climate Change
13. Deputy Secretary (Admin-2), Ministry of Environment, Forest and Climate Change, Dhaka (with a request to update the database)
14. PS to Secretary, Ministry of Environment, Forest and Climate Change, Bangladesh
15. System Analyst, Ministry of Environment Forest and Climate Change **(with a request to upload the GO in the website)**
16. Accounts Officer, Ministry of Environment Forest and Climate Change
17. Md. Shariful Haque, Assistant Director, Department of Environment, Agargoan, Dhaka-1207

  
12/10/25  
Abdullah-Al-Mamun  
Deputy Secretary