

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

No. 22.00.0000.073.19.006.19.117

Date: 13 March 2025

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

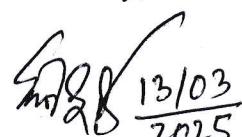
Subject: Government Order to participate in the 1st RRC-EA Consultation Workshop for Ramsar National Focal Points in East, Southeast and South Asia to be held on 8-11 April 2025 in Suncheon City, Republic of Korea.

Dear Sir,

The undersigned is directed to convey the permission of the Government of the People's Republic of Bangladesh in favour of Ms. Zawata Afnan, Assistant Director, Department of Environment, Dhaka, Bangladesh to participate in the 1st RRC-EA Consultation Workshop for Ramsar National Focal Points in East, Southeast and South Asia to be held on 8-11 April 2025 in Suncheon City, Republic of Korea.

2. The following terms and conditions will be applicable for this tour:
 - i. While participating in the meeting and on journey to and from Suncheon City, Republic of Korea, she will be treated as on duty;
 - ii. She will draw her pay and allowances in local currency during the aforesaid period;
 - iii. All expenses of the nominees in connection with this visit will be borne by the sponsoring funding body. There is no involvement of the revenue and development budget of the Government of the People's Republic of Bangladesh with this tour.
 - iv. She will not stay abroad beyond the approved period (excluding travel time); and
 - v. She will submit a report on the acquired experiences to this Ministry within 10 working days after her return to Bangladesh.
3. This order is issued with the approval of the competent authority.

Sincerely,



13/03
2025

Dr. Mohammad Shaheed Hossain Chowdhury
Deputy Secretary
Phone: +8801819-061905
[E-mail: env2@moef.gov.bd](mailto:env2@moef.gov.bd)

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

1. Foreign Secretary, Ministry of Foreign Affairs, Segunbagicha, Dhaka
2. H.E. Ambassador of Bangladesh to the Republic of Korea, Embassy of Bangladesh in the Republic of Korea.
3. H.E. Ambassador of the Republic of Korea to Bangladesh, Embassy of the Republic of Korea in Bangladesh.
4. Additional Secretary (Environment), Ministry of Environment, Forest and Climate Change
5. Director General, Department of Environment, Agargoan, Dhaka
6. Director General, Immigration and Passport, Dhaka
7. Director, Hazrat Shahjalal (Rah.) International Airport, Dhaka
8. Director General (Consular), Ministry of Foreign Affairs, Dhaka (with request to issue Note Verbale).
9. PS to Honourble Adviser, Ministry of Environment, Forest and Climate Change, Dhaka
10. PS to Secretary, Ministry of Environment, Forest and Climate Change, Dhaka
11. System Analyst, Ministry of Environment Forest and Climate Change (with a request to upload it in the website)
12. Ms. Zawata Afnan, Assistant Director, Department of Environment, Dhaka.
13. Accounts Officer, Ministry of Environment, Forest and Climate Change



13/03
2025

Dr. Mohammad Shaheed Hossain Chowdhury
Deputy Secretary