

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

Record No. 22.00.0000.052.25.007.24.120

Date: 09 March 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 Forty-Fourth Meeting of the Adaptation Fund Board and the Thirty-Fifth Meeting of the Board Committees in Bonn, Germany**

The undersigned is directed to convey the approval of the Government of the People's Republic of Bangladesh for **Mr. Md. Mahmud Hossain, Deputy Director**, Department of Environment, Dhaka, to participate as the Adaptation Fund Board Alternate in the Forty-Fourth Meeting of the Adaptation Fund Board and the Thirty-Fifth Meeting of the Board Committees, scheduled to be held from **8 to 11 April 2025** in **Bonn, Germany**. Additionally, he will attend an informal consultation session on the Paris Agreement and other key board topics on **7 April 2025**. The meetings will take place at the headquarters of the United Nations Framework Convention on Climate Change (UNFCCC), Bonn, Germany. This approval is granted in accordance with the following terms and conditions:

2. Terms and conditions

- i. The official will commence his journey for Bonn on a convenient date near 7 April 2025;
- ii. The duration of the meetings, including travel and transit time, will be treated as on duty;
- iii. He will draw his pay and allowances in local currency, and no part of it shall be drawn in foreign currency;
- iv. All expenses related to his participation will be covered by the Adaptation Fund through its secretariat. **There will be no financial involvement from the Government of Bangladesh;**
- v. He will not stay abroad beyond the approved period (except for travel time);
- vi. He must return to his workplace after completing the program; and
- vii. He is 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 his return.

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


09.03.2025
(Jesmin Nahar)

Deputy Secretary

Phone: 02-55100257


Email: admin2@moef.gov.bd

No. 22.00.0000.052.25.007.24.120/1(24)

Date: 09.03.2025

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 the Federal Republic of Germany, Embassy of Bangladesh in Berlin, Germany
3. H.E. Ambassador of the Federal Republic of Germany to Bangladesh, Embassy of Germany in Dhaka, Bangladesh.
4. Additional Secretary (All), Ministry of Environment, Forest and Climate Change, Dhaka.
5. Director General, Department of Environment, 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. Private Secretary to the Honorable Adviser, Ministry of Environment, Forest & Climate Change, Dhaka.
9. Private Secretary to the Secretary, Ministry of Environment, Forest & 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. Mr. Md. Mahmud Hossain, Deputy Director, Department of Environment, Dhaka,
12. Executive Director, Hazrat Shahjalal International Airport, Dhaka.
13. Accounts Officer, Ministry of Environment, Forest & Climate Change, Dhaka.
14. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.


09.03.2025
(Jesmin Nahar)
Deputy Secretary