

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

Record No. 22.00.0000.000.052.25.0001.25.394

Date: 11 August 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 “6th Forum of Ministers and Environment Authorities of Asia Pacific” in Nadi, Fiji from 26 to 29 August 2025 and Approval of Ex-Bangladesh Leave**

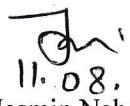
The undersigned is directed to convey the approval of the Government of the People's Republic of Bangladesh for **Dr. Farhina Ahmed (Passport No. D00010906)**, Secretary, Ministry of Environment, Forest and Climate Change, to attend the “6th Forum of Ministers and Environment Authorities of Asia Pacific,” scheduled to be held in **Nadi, Fiji**, from **26 to 29 August 2025**. The Government also approves Dr. Farhina Ahmed's ex-Bangladesh leave (earned leave) to **Australia** from **30 August to 04 September 2025**. This approval is granted under the following terms and conditions:

2. Terms and conditions

- i. The official will commence her journey on or around 24 August 2025 and return on or around 06 September 2025, depending on travel convenience
- ii. The duration of the visit to Fiji, including travel and transit, shall be treated as official duty; the period from 30 August to 04 September 2025 shall be considered as earned leave (ex-Bangladesh);
- iii. She will draw her pay and allowances in local currency. No part of it shall be drawn in foreign currency;
- iv. UNEP will bear her economy-class airfare for participation in the Fiji forum. Any additional expenses, if applicable, shall be met from the travel expenses budget of the Ministry of Environment, Forest and Climate Change (Budget Code: 42-1450101-124496-3244101) as per entitlement;
- v. During the ex-Bangladesh leave period in Australia, all expenses shall be borne personally by Dr. Farhina Ahmed, and there will be no financial involvement from the Government of Bangladesh; and
- vi. She will not stay abroad beyond the approved period, except for necessary travel time.

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

3.


11.08.2025
(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. Cabinet Secretary, Cabinet Division, Dhaka/Principal Secretary to the Honorable Chief Adviser, Chief Adviser's Office, Dhaka.
2. Senior Secretary, Ministry of Public Administration/Ministry of Home Affairs, Dhaka.
3. Foreign Secretary, Ministry of Foreign Affairs, Dhaka.
4. H.E. High Commissioner of Bangladesh to Australia, High Commission of Bangladesh, Canberra, Australia.
5. H.E. High Commissioner of Australia to Bangladesh, Australian High Commission, Dhaka.
6. Additional Secretary (All), Ministry of Environment, Forest and Climate Change, Dhaka.
7. Chairman, Bangladesh Forest Industries Development Corporation, Dhaka.
8. Director General, Department of Environment, Dhaka.
9. Managing Director, Bangladesh Climate Change Trust, Dhaka.
10. Chairman, Bangladesh Rubber Board, Chattogram.
11. Director, Bangladesh National Herbarium, Dhaka.
12. Chief Conservator of Forests, Forest Department, Dhaka.
13. Director, Bangladesh Forest Research Institute, Chattogram.
14. Director General, Department of Immigration and Passports, Dhaka.
15. Director General (Consular), Ministry of Foreign Affairs, Dhaka **(with a request to issue Note Verbale).**
16. Director General (East Asia & Pacific Wing), Ministry of Foreign Affairs, Dhaka
17. Private Secretary to the Honorable Advisor, Ministry of Environment, Forest & Climate Change, Dhaka.
18. System Analyst, Ministry of Environment, Forest & Climate Change, Dhaka **(with a request to upload the GO on the MoEFCC website).**
19. Private Secretary to the Secretary, Ministry of Environment, Forest & Climate Change, Dhaka (for the kind information of the respected Secretary).
20. Executive Director, Hazrat Shahjalal International Airport, Dhaka.
21. Accounts Officer, Ministry of Environment, Forest & Climate Change, Dhaka.
22. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.


11.08.2025
(Jesmin Nahar)
Deputy Secretary

