

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

Record No. 22.00.0000.000.052.25.0007.24.480

Date: 23 September 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 *Regional Dialogue for East and South Asia on Biodiversity Monitoring and Reporting, Bangkok, Thailand (09–10 October 2025)***

The undersigned is directed to convey the approval of the Ministry of Environment, Forest and Climate Change, Government of the People's Republic of Bangladesh, for the following official to participate in the *Regional Dialogue for East and South Asia on Biodiversity Monitoring and Reporting*, to be held in **Bangkok, Thailand** from **09 to 10 October 2025**:

Sl. No.	Name & Designation	Office	Passport No.
i.	<b>Mr. Md Hasan Hasibur Rahman</b> Director	Department of Environment, Headquarters, Dhaka	<b>F00 013 325</b>

This approval is accorded under the following terms and conditions:

2. Terms and conditions

- i. The official will commence his journey to Thailand on or around 08 October 2025 and return on or around 11 October 2025, subject to travel convenience;
- ii. The entire duration of the visit, including travel and transit, shall 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 in the dialogue will be borne by the Secretariat of the Convention on Biological Diversity (SCBD). **There will be no financial involvement from the Government of Bangladesh;**
- v. He will not stay abroad beyond the approved period (except for unavoidable travel time);
- vi. He must report back to his office immediately upon completion of the program; and
- vii. He is required to submit a report on the event(s) to the Admin-2 Section of the Ministry of Environment, Forest and Climate Change within seven (07) days of his return.

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

*W.S.*  
23/09/2025  
Israt Shadmin  
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 Thailand, Embassy of Bangladesh in Thailand.
3. H.E. Ambassador of Thailand to Bangladesh, Royal Thai Embassy in 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. Executive Director, Hazrat Shahjalal International Airport, Dhaka.
9. Private Secretary to the Honorable Advisor, Ministry of Environment, Forest and 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 Hasan Hasibur Rahman, Director, Department of Environment, Headquarters, Dhaka.**
12. Private Secretary to the Secretary, Ministry of Environment, Forest & Climate Change, Dhaka.
13. Accounts Officer,.....
14. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.

IS  
23/09/2025  
Israt Shadmin  
Deputy Secretary

