

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. 22.00.0000.000.052.25.0007.24.408

Date: 19 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 Training Course on "Adaptation Reporting under the Paris Agreement", Jeju, South Korea (25-29 August 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 officials to participate in the "Adaptation Reporting under the Paris Agreement" training course, to be held in **Jeju, South Korea** from **25 to 29 August 2025**. The program is being organized jointly by the Government of South Korea, UNITAR-CIFAL, UNEP, IGES, and UNFCCC.

Name & Designation	Office	Program Details
<b>Mr. Md Mirza Asadul Kibriya</b> Assistant Director (Passport No. <b>F00 026 854</b> )	Department of Environment, Dhaka	South Korea: 25-29 August 2025 (Training Course on Adaptation Reporting under the Paris Agreement)
<b>Mr. Md Redwan Ullah</b> Assistant Director (Passport No. <b>E00 112 405</b> )		

This approval is accorded under the following terms and conditions:

2. Terms and conditions

- The officials will commence their journey to South Korea on or around 24 August 2025 and return on or around 30 August 2025, depending on travel convenience;
- The entire duration of the visit, including travel and transit, shall be treated as on duty;
- They will draw their pay and allowances in local currency, and no part of it shall be drawn in foreign currency;
- All expenses related to their participation in the training course will be borne by the organizer(s) [Korea Adaptation Center for Climate Change]. **There will be no financial involvement from the Government of Bangladesh;**
- They will not stay abroad beyond the approved period (except for travel time);
- They must report back to their office immediately upon completion of the program; and
- They are required to submit a report on the training course to the Admin-2 Section of the Ministry of Environment, Forest and Climate Change within seven days of their return.

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


  
19.08.2025  
Jesmin Nahar  
Deputy Secretary  
Phone: 02-55100257  
Email: admin2@moef.gov.bd

No. 22.00.0000.000.052.25.0007.24.408/1(14)

Date: 19.08.2025

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 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 (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. System Analyst, Ministry of Environment, Forest & Climate Change, Dhaka **(with a request to upload the GO on the MoEFCC website)**.
9. Private Secretary to the Secretary, Ministry of Environment, Forest & Climate Change, Dhaka.
10. Executive Director, Hazrat Shahjalal International Airport, Dhaka.
11. Mr. Md Mirza Asadul Kibriya, Assistant Director, Department of Environment, Dhaka.
12. Mr. Md Redwan Ullah, Assistant Director, Department of Environment, Dhaka.
13. Accounts Officer, Ministry of Environment, Forest & Climate Change, Dhaka.
14. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.

  
19.08.2025  
Jesmin Nahar  
Deputy Secretary

