

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. 22.00.0000.000.052.25.0007.24.405

Date: 18 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 "Early Warning System and Climate Change Adaptation", China (09-23 September 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 "Early Warning System and Climate Change Adaptation" training course, to be held in **China** from **09 to 23 September 2025**. The program is being organized under the Capacity Building Training Program of South-South Cooperation on Climate Change.


Name & Designation	Office	Program Details
<b>Ms. Sonia Afsana</b> Deputy Director (Passport No. <b>BG0 043 799</b> )	Department of Environment, Dhaka	China: 09-23 September 2025 (Training Course on Early Warning System and Climate Change Adaptation)

This approval is accorded under the following terms and conditions:

2. Terms and conditions

- The official will commence her journey to China on or around 08 September 2025 and return on or around 24 September 2025, depending on travel convenience;
- The entire duration of the visit, including travel and transit, shall be treated as on duty;
- She will draw her pay and allowances in local currency, and no part of it shall be drawn in foreign currency;
- All expenses related to her participation in the training course will be borne by the organizer/ Ministry of Ecology and Environment, the People's Republic of China. **There will be no financial involvement from the Government of Bangladesh;**
- She will not stay abroad beyond the approved period (except for travel time);
- She must report back to her office immediately upon completion of the program; and
- She is 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 her return.

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

  
18.08.2025

Jesmin Nahar

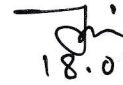
Deputy Secretary

Phone: 02-55100257

Email: [admin2@moef.gov.bd](mailto: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 the People's Republic of China, Embassy of Bangladesh in Beijing, China.
3. H.E. Ambassador of the People's Republic of China, Embassy of People's Republic of China 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. 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. Dr. Sonia Afsana, Deputy Director (Planning), Department of Environment, Dhaka.
11. Executive Director, Hazrat Shahjalal International Airport, Dhaka.
12. Accounts Officer, Ministry of Environment, Forest & Climate Change, Dhaka.
13. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.

  
18.08.2025

Jesmin Nahar  
Deputy Secretary

