

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

Record No. 22.00.0000.000.052.25.0004.24.222

Date: 05 May 2025

To: Chief Accounts and Finance Officer(s)  
Cabinet Division/Ministry of Environment, Forest  
and Climate Change Segun Bagicha, Dhaka


Subject: **Government Order for H.E. Ms. Syeda Rizwana Hasan's Participation in the Sagarmatha Sambaad 2025 in Kathmandu, Nepal**

The undersigned is directed to convey the approval of the Government of the People's Republic of Bangladesh for Her Excellency **Ms. Syeda Rizwana Hasan, Honorable Adviser**, Ministry of Environment, Forest and Climate Change, to attend **Sagarmatha Sambaad 2025**, scheduled to be held from **16 to 18 May 2025 in Kathmandu, Nepal**. This approval is granted under the following terms and conditions:

2. Terms and conditions

- i. Her Excellency may commence her journey to **Nepal** on a convenient date near 16 May 2025 and return after the completion of the event;
- ii. The duration of the visit, including travel and transit, shall be considered on duty;
- iii. Her Excellency shall draw her pay and allowances in local currency. No part of it shall be drawn in foreign currency;
- iv. All expenses related to her participation in the event will be jointly borne by the International Centre for Integrated Mountain Development (ICIMOD) and the Sagarmatha Sambaad Secretariat, Government of Nepal. **There will be no financial involvement from the Government of Bangladesh;** and
- v. She will not stay abroad beyond the approved period, except for necessary travel time.

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

  
05.05.2025  
(Jesmin Nahar)

Deputy Secretary

Phone: 02-55100257


Email: admin2@moef.gov.bd

No. 22.00.0000.000.052.25.0004.24.222/1(21)

Date: 05.05.2025

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. Ambassador of Bangladesh to Nepal, Embassy of Bangladesh in Nepal.
5. H.E. Ambassador of Nepal to Bangladesh, Embassy of Nepal in Bangladesh.
6. Additional Secretary (All), Ministry of Environment, Forest and Climate Change, Dhaka.
7. Director General, Department of Immigration and Passports, Dhaka.
8. Chairman, Bangladesh Forest Industries Development Corporation, Dhaka.
9. Director General, Department of Environment, Dhaka.
10. Managing Director, Bangladesh Climate Change Trust, Dhaka.
11. Chairman, Bangladesh Rubber Board, Chattogram.
12. Director, Bangladesh National Herbarium, Dhaka.
13. Chief Conservator of Forests (cc), Forest Department, Dhaka.
14. Director, Bangladesh Forest Research Institute, Chattogram.
15. Director General (Consular), Ministry of Foreign Affairs, Dhaka.
16. Private Secretary to the Honorable Adviser, Ministry of Environment, Forest & Climate Change, Dhaka (for the kind information of the Honorable Adviser).
17. System Analyst, Ministry of Environment, Forest & Climate Change, Dhaka **(with a request to upload the GO on the MoEFCC website).**
18. Private Secretary to the Secretary, Ministry of Environment, Forest & Climate Change, Dhaka.
19. Executive Director, Hazrat Shahjalal International Airport, Dhaka.
20. Accounts Officer, Ministry of Environment, Forest & Climate Change, Dhaka.
21. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.

  
05.05.2025  
(Jesmin Nahar)  
Deputy Secretary

