

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

Record No. 22.00.0000.000.052.25.0007.24.497

Date: 09 October 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 *International Training Course on Fundamentals of Environmental Immunotoxicology and Reproductive Toxicology*, Bangkok, Thailand (10–14 November 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 *International Training Course on Fundamentals of Environmental Immunotoxicology and Reproductive Toxicology*, to be held in **Bangkok, Thailand**, from **10 to 14 November 2025**, organized by the **Chulabhorn Research Institute (CRI)**:

Sl. No.	Name & Designation	Office	Passport No.
i.	Ms. Shaheda Begum Deputy Director	Department of Environment, Dhaka	E00 053 585

This approval is accorded under the following terms and conditions:

2. Terms and conditions

- The official will commence her journey to Bangkok, Thailand on or around 09 November 2025 and return on or around 15 November 2025, subject to 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, including registration fee, accommodation, per diem, and airfare reimbursement, will be borne by the **Chulabhorn Research Institute (CRI)**. **There will be no financial involvement from the Government of Bangladesh;**
- She will not stay abroad beyond the approved period (except for unavoidable 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 program to the Administration-2 Section of the Ministry of Environment, Forest and Climate Change within seven (07) days of her return.

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


09.10.2025
Milton Chandra Roy
Senior Assistant 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. System Analyst, Ministry of Environment, Forest & Climate Change, Dhaka **(with a request to upload the GO on the MoEFCC website).**
10. Private Secretary to the Secretary, Ministry of Environment, Forest & Climate Change, Dhaka.
11. Ms. Shaheda Begum, Deputy Director, Department of Environment, Dhaka.
12. Accounts Officer.....
13. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.


09.10.2025
Milton Chandra Roy
Senior Assistant Secretary

