

Government of the People's Republic of Bangladesh
Ministry of Environment, Forest and Climate Change
Environment-3 Section
www.moef.gov.bd

No. 22.00.0000.074.25.003.24.239

Date: 18 June 2025

To: Chief Accounts and Finance Officer
Ministry of Environment, Forest and Climate Change
Segunbagicha, Dhaka

Subject: Government Order to participate in the Intergovernmental Negotiating Committee (INC) for the informal in-person meeting of Heads of Delegation (HoD) to the INC and the regional Consultations to be held from 29 June to 02 July 2025 in Nairobi, Kenya.

Dear Sir,

The undersigned is directed to convey the permission of the Government of the People's Republic of Bangladesh in favour of the following officers to participate in the informal in-person meeting of Heads of Delegation (HODs) to the Intergovernmental Negotiating Committee and the regional consultations to be held from 29 June to 02 July 2025 in Nairobi, Kenya.

Sl. no	Name and designation	Delegation
1.	Mr. Md. Rezaul Karim Joint Secretary Ministry of Environment, Forest and Climate Change, Dhaka.	Head of Delegation
2.	Dr. Abdullah Al Mamun Deputy Director Department of Environment, Agargaon, Dhaka.	Member
3.	Dr. Shahriar Hossain Senior Technical Advisor & Secretary General of Environment and Social Development Organization-ESDO, Dhaka.	Member

2. The following terms and conditions will be applicable for this tour:

- i. The participants will start their journey for Nairobi, Kenya on a convenient date close to their approved duration;
- ii. The period of this session and the time spent for travel and transit will be treated as on duty;
- iii. They will draw their pay and allowances in local currency during the aforesaid period;
- iv. All expenses of the nominee in connection with this visit will be borne by United Nations Environment Programme (UNEP) and Environment and Social Development Organization (ESDO). There is no financial involvement of the Government of the People's Republic of Bangladesh with this tour;
- v. They will not stay abroad beyond the approved period (excluding travel time);
- vi. They will return to their respective workplaces immediately after returning from the meeting and
- vii. They will submit a report on the acquired experiences to this Ministry within 10 working days after their return to Bangladesh.

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

Sincerely,

Sabrina 18.06.2025
Sabrina Rahman
Senior Assistant Secretary
Mobile: +8801816265005
Email: env3@moef.gov.bd

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Copy for kind information and necessary action to (not as per seniority):

1. Senior Secretary, Ministry of Public Administration, Bangladesh Secretariat, Dhaka.
2. H.E. High Commissioner of Bangladesh to the Republic of Kenya, High Commission of Bangladesh, Nairobi, Kenya.
3. H.E. High Commissioner of Kenya to Bangladesh, High Commission of Kenya, New Delhi, India.
4. Foreign Secretary, Ministry of Foreign Affairs, Segunbagicha, Dhaka.
5. Additional Secretary (all), Ministry of Environment, Forest and Climate Change, Dhaka.
6. Director General, Department of Environment, Agargaon, Dhaka.
7. Director General, Immigration and Passport, Dhaka.
8. H.E. Ambassador of Nairobi to Bangladesh/Embassy of Nairobi in Bangladesh.
9. Director General, (Consular and Welfare Wing), Ministry of Foreign Affairs, Segunbagicha, Dhaka.
10. Joint Secretary (Administration), Ministry of Environment, Forest and Climate Change, Dhaka.
11. Mr. Md. Rezaul Karim, Joint Secretary, Ministry of Environment, Forest and Climate Change.
12. PS to Honorable Advisor, Ministry of Environment, Forest and Climate Change, Dhaka.
13. Director, Hazrat Shahjalal (Rah.) International Airport, Dhaka.
14. Deputy Secretary (Admin-2), Ministry of Environment, Forest and Climate Change, Dhaka (with a request to update the database).
15. PS to Secretary, Ministry of Environment, Forest and Climate Change, Bangladesh.
16. System Analyst, Ministry of Environment Forest and Climate Change (with a request to upload the GO in the website).
17. Mr. Abdullah Al Mamun, Deputy Director, Department of Environment, Agargaon, Dhaka.
18. Dr. Shahriar Hossain Senior Technical Advisor & Secretary General of Environment and Social Development Organization-ESDO, Dhaka.
19. Accounts Officer, Ministry of Environment Forest and Climate Change, Dhaka.

Sabrina 16.06.2025
Sabrina Rahman
Senior Assistant Secretary