

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

Record No. 22.00.0000.000.052.25.0007.24.579

Date: 25 November 2025

**Government Order**

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 of the Department of Environment to participate in the "Regional Training Workshop on Gas Analyzer Instruments Operation, Maintenance and Calibration", scheduled to be held from **1–5 December 2025** at the ICIMOD Headquarters, Kathmandu, Nepal, organized by the **International Centre for Integrated Mountain Development (ICIMOD)**.

Sl. No.	Name	Role/Designation & Office
i.	<b>Mr. Syful Asrab</b>	Assistant Director (Dhaka Region) Department of Environment, Dhaka
ii.	<b>Mr. Soumen Maitra</b>	Research Officer (Jashore District) Department of Environment, Jashore

2. This approval is accorded under the following terms and conditions:

- i. The officials will commence their journey to Nepal on or around **30 November 2025** and return on or around **6 December 2025**, subject to travel convenience and flight availability;
- ii. The entire duration of the visit, including travel and transit, shall be treated as on duty;
- iii. They will draw their pay and allowances in local currency, and no part of it shall be drawn in foreign currency;
- iv. All expenses related to participation will be borne by **ICIMOD**. **There will be no financial involvement from the Government of Bangladesh** ;
- v. The officials shall not stay abroad beyond the approved period (except for travel time);
- vi. They must report back to their respective offices immediately upon completion of the workshop; and
- vii. They are required to submit a brief report on the event(s) to the **Administration-2 Section**, Ministry of Environment, Forest and Climate Change within seven (07) days of their return.

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

  
25.11.2025

Milton Chandra Roy  
Senior Assistant Secretary  
Phone: 02-55100257  
Email: admin2@moefc.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 Nepal, Embassy of Bangladesh in Nepal.
3. H.E. Ambassador of Nepal to Bangladesh, Embassy of Nepal in Bangladesh.
4. Additional Secretary (All), Ministry of Environment, Forest & Climate Change, Dhaka.
5. Director General, Department of Immigration and Passports, Dhaka (*with a request to kindly take necessary steps for issuance of official passports in favour of the nominated officials*).  
**(Attention: Concerned Divisional/District Passport Office)**
6. Director General, Department of Environment, 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. Chief Accounts and Finance Officer, Ministry of Environment, Forest and Climate Change, Segun Bagicha, Dhaka.
12. **Mr. Syful Asrab**, Assistant Director (Dhaka Region), Department of Environment, Dhaka.
13. **Mr. Soumen Maitra**, Research Officer (Jashore District), Department of Environment, Jashore.
14. Accounts Officer.....
15. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.



28.11.2025  
Milton Chandra Roy  
Senior Assistant Secretary

