

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. 22.00.0000.052.25.007.24.204

Date: 28 April 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 Regional Workshop on Gender, Environment and Climate Change Statistics in Bangkok, Thailand**

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 **Mr. Milton Chandra Roy, Senior Assistant Secretary**, Ministry of Environment, Forest and Climate Change, Dhaka, to participate in the "Regional Workshop on Gender, Environment and Climate Change Statistics" scheduled to be held from **5 to 7 May 2025** at the United Nations Conference Centre (UNCC) in **Bangkok, Thailand**, organized by the United Nations Economic and Social Commission for Asia and the Pacific (UNESCAP) and UN Women. This approval is accorded under the following terms and conditions:

2. Terms and conditions

- i. The official may commence his journey to Bangkok, Thailand on 04 May 2025 or on a convenient date close to 5 May 2025, and may return on 08 May 2025 or another suitable date after the completion of the program;;
- ii. The entire duration of the visit, including travel and transit, shall be considered as on duty;
- iii. He will draw his pay and allowances in local currency, and no part of it shall be drawn in foreign currency;
- iv. All expenses related to his participation will be borne by the United Nations Economic and Social Commission for Asia and the Pacific (UNESCAP) and UN Women. **There will be no financial involvement from the Government of Bangladesh;**
- v. He will not stay abroad beyond the approved period (except for travel time);
- vi. He must report back to his office immediately upon completion of the program; and
- vii. He is required to submit a report on the workshop to the Admin-2 Section of the Ministry of Environment, Forest, and Climate Change within seven days of his return.

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

  
28.04.2025  
(Jesmin Nahar)  
Deputy Secretary  
Phone: 02-55100257  
Email: admin2@moef.gov.bd

Copy for kind information and necessary action (Not in order of seniority):

1. Senior Secretary, Ministry of Public Administration, Dhaka.
2. Foreign Secretary, Ministry of Foreign Affairs, Dhaka.
3. H.E. Ambassador of Bangladesh to Thailand, Embassy of Bangladesh in Thailand.
4. H.E. Ambassador of Thailand to Bangladesh, Royal Thai Embassy in Bangladesh.
5. Additional Secretary (All), Ministry of Environment, Forest and Climate Change, 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. Mr. Milton Chandra Roy, Senior Assistant Secretary, Ministry of Environment, Forest and Climate Change, Dhaka
10. Private Secretary to the Secretary, Ministry of Environment, Forest & Climate Change, 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.

  
28.04.2025  
(Jesmin Nahar)  
Deputy Secretary