

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

Record No. 22.00.0000.000.052.25.0007.24.506

Date: 15 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 Training Course on "Air Quality Improvement" under the Thailand-Singapore Third Country Training Programme, Bangkok, Thailand (27-31 October 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 officials to participate in the Training Course on "Air Quality Improvement", scheduled to be held in Bangkok, Thailand, from 27 to 31 October 2025, organized under the Thailand-Singapore Third Country Training Programme by the Thailand International Cooperation Agency (TICA):

Name & Designation	Office	Program Details
<b>Ms. Sadia Islam Luna</b> Senior Assistant Secretary (Passport No. E00148842)	Ministry of Environment, Forest and Climate Change, Dhaka	<i>Training Course on "Air Quality Improvement", Bangkok, Thailand (27-31 October 2025)</i>
<b>Mr. Md. Rezwan-ul-Islam</b> Executive Magistrate (Senior Assistant Secretary) (Passport No. E00253003)	Department of Environment, Headquarters, Dhaka	

This approval is accorded under the following terms and conditions:

2. Terms and conditions

- i. The officials will commence their journey to Thailand on or around 26 October 2025 and return on or around 01 November 2025, subject to travel convenience;
- 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 their participation will be borne by the **Thailand International Cooperation Agency (TICA). There will be no financial involvement from the Government of Bangladesh;**
- v. They will not stay abroad beyond the approved period (except for unavoidable travel time);
- vi. They must report back to their respective offices immediately upon completion of the program; and
- vii. They are required to submit a report on the training program to the Admin-2 Section of the 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.


  
15.10.2025  
Milton Chandra Roy  
Senior Assistant Secretary  
Phone: 02-55100257  
Email: admin2@moef.gov.bd

No. 22.00.0000.000.052.25.0007.24.506/1(14)

Date: 15.10.2025

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. Sadia Islam Luna**, Senior Assistant Secretary, Ministry of Environment, Forest & Climate Change, Dhaka.
12. **Mr. Md. Rezwan-ul-Islam**, Executive Magistrate (Senior Assistant Secretary), Department of Environment, Headquarters, Dhaka.
13. Accounts Officer.....
14. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.

  
15.10.2025  
Milton Chandra Roy  
Senior Assistant Secretary

