

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

Record No. 22.00.0000.000.052.25.0007.24.48

Date: 20 January 2026

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 official to participate in the **GEF Operational Focal Point (OFP) Oversight Training Workshop**, scheduled to be held from **4-6 February 2026** in **Kuala Lumpur, Malaysia**, organized under the auspices of the **GEF Secretariat**, with support from the **Commonwealth**.

Sl. No.	Name	Designation	Office
i.	Mr. Md Shahadat Hossain (Passport No.: E00121119)	Senior Assistant Secretary	Ministry of Environment, Forest and Climate Change, Dhaka

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


- The official will undertake travel to Malaysia on or around **3 February 2026** and return on or around **7 February 2026**, subject to travel convenience and approved programme schedule;
- The entire duration of the visit, including travel and transit, shall be treated as on duty;
- He will draw his pay and allowances in local currency, and no part of it shall be drawn in foreign currency;
- All expenses related to participation in the training workshop, including airfare, accommodation, and subsistence, will be borne by the **Commonwealth** under its agreement with the **GEF Secretariat**. **There will be no financial involvement from the Government of Bangladesh;**
- The official shall **not stay abroad beyond the approved period**, except for reasonable travel time;
- He must **report back to his office immediately** upon return; and
- A **brief participation report** must be submitted to the **Administration-2 Section**, Ministry of Environment, Forest and Climate Change, within **seven (07) days** of his return.

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


20.01.2026
(Milton Chandra Roy)
Senior Assistant Secretary
Phone: 02-55100257
Email: admin2@moefcc.gov.bd

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

1. Senior Secretary, Ministry of Public Administration/Ministry of Home Affairs, Dhaka.
2. Foreign Secretary, Ministry of Foreign Affairs, Dhaka.
3. H.E. High Commissioner of Malaysia to Bangladesh, High Commission of Malaysia in Dhaka.
4. H.E. High Commissioner of Bangladesh to Malaysia, High Commission of Bangladesh in Kuala Lumpur.
5. Additional Secretary (All), Ministry of Environment, Forest & Climate Change, Dhaka.
6. Director General, Department of Immigration and Passports, Dhaka.
7. Director General (Consular), Ministry of Foreign Affairs, Dhaka.
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. **Mr. Md Shahadat Hossain**, Senior Assistant Secretary (Climate Change-1 Section), Ministry of Environment, Forest & Climate Change, Dhaka.
11. Private Secretary to the Secretary, Ministry of Environment, Forest & Climate Change, Dhaka.
12. Chief Accounts and Finance Officer, Ministry of Environment, Forest and Climate Change, Segun Bagicha, Dhaka.
13. Accounts Officer.....
14. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.


20.01.2026
(Milton Chandra Roy)
Senior Assistant Secretary

