Government of the People's Republic of Bangladesh
Ministry of Environment, Forest and Climate Change
Climate Change-1 Section
www.moefcc.gov.bd

Record No. 22.00.0000.000.085.24.0004.26-111 Dated: 03.11.2026

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

Sub: Government Order of Bangladesh Delegation for participation in the Conference of the Parties (COP31) to be held in Antalya, Republic of Türkiye.

Sir,

The undersigned is directed to convey the approval of the Government of the People's Republic of Bangladesh in favour of the following persons for participating in the Conference of the Parties (COP31) to the United Nations Framework Convention on Climate Change (UNFCCC) to be held in Antalya, Republic of Türkiye. Duration of stay and the funding body have been mentioned beside their names:

Sl. No	Name and designation	Position & duration	Funding Body
1.	Saiful Islam PS to Minister (Deputy Secretary) Ministry of Environment, Forest and Climate Change (Passport No. E00203470)	Member (09-14 November, 2026)	ADB
2.	Md Alamgir Hussain PS to State Minister (Deputy Secretary) Ministry of Environment, Forest and Climate Change (Passport No. E00182198)	Member (09-20 November, 2026)	ADB

2. The terms and conditions of this permission are as follows:

   i. The officials will undertake the journey to Türkiye in connection with the said conference, subject to travel convenience and flight availability;
   ii. The period of this conference and the time spent for travel and transit will be treated as on duty;
   iii. They will draw their pay and allowances (if applicable) in local currency during the aforesaid period;
   iv. Asian Development Bank will cover all expenses related to their participation. **There will be no financial involvement from the Government of Bangladesh;**
   v. They will not stay abroad beyond the approved period (excluding travel time); and
   vi. They will submit a report on the acquired experiences to this Ministry.

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

Sincerely,

03.11.2026

(Shamim Ara Rini)
Deputy Secretary
Phone # 88-02-55100373

P.T.O