

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. 22.00.0000.000.052.25.0007.24.95

Date: 01 March 2026

Government Order

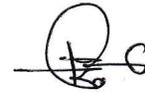
The undersigned is directed to convey the approval of the Government of the People's Republic of Bangladesh for the following officials to participate in the **UNIDO Sustainable Cooling Forum**, scheduled to be held from **8 to 10 April 2026** in **Vienna, Austria**:

Sl. No.	Name	Designation	Office
i.	Mr. Md Shahadat Hossain	Senior Assistant Secretary	Ministry of Environment, Forest and Climate Change, Dhaka
ii.	Mr. Md Mahiuddin Manik	Deputy Director	Department of Environment, Dhaka

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

- i. The officials will undertake the journey to Austria in connection with the said Forum, subject to travel convenience and flight availability;
- ii. The entire duration of the visit to Austria, including travel and transit, shall be treated as on duty;
- iii. They will draw their pay and allowances in local currency. No part of it shall be drawn in foreign currency;
- iv. The United Nations Industrial Development Organization (UNIDO) will bear the round-trip economy-class airfare, accommodation, daily subsistence allowance (DSA), and other allowances related to participation in the Forum if applicable. **There will be no financial involvement from the Government of Bangladesh;**
- v. The officials shall **not stay abroad beyond the approved period**, except for reasonable travel time;
- vi. They must **report back to their respective offices immediately** upon return; and
- vii. A **brief participation report** must be submitted 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.



01.03.2026
(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. Ambassador, Embassy & Permanent Mission of the People's Republic of Bangladesh to the UN Offices and other International Organizations in Vienna, Austria.
4. Honorary Consul of Austria to Bangladesh, Honorary Consulate of the Republic of Austria, Dhaka.
5. Additional Secretary (All), Ministry of Environment, Forest & Climate Change, Dhaka.
6. Director General, Department of Environment, Dhaka.
7. Director General, Department of Immigration and Passports, Dhaka.
8. Director General (Consular), Ministry of Foreign Affairs, Dhaka **(with a request to issue Note Verbale)**.
9. Executive Director, Hazrat Shahjalal International Airport, Dhaka.
10. Mr. Alois Mhlanga, Director, Division of Climate Innovation and Montreal Protocol.
11. System Analyst, Ministry of Environment, Forest & Climate Change, Dhaka **(with a request to upload the GO on the MoEFCC website)**.
12. **Mr. Md Shahadat Hossain**, Senior Assistant Secretary (Climate Change-1 Section), Ministry of Environment, Forest & Climate Change, Dhaka.
13. Private Secretary to the Secretary, Ministry of Environment, Forest & Climate Change, Dhaka.
14. Chief Accounts and Finance Officer, Ministry of Environment, Forest and Climate Change, Segun Bagicha, Dhaka.
15. **Mr. Md Mahiuddin Manik**, Deputy Director, Department of Environment, Dhaka.
16. Accounts Officer.....
17. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.



01.03.2026
(Milton Chandra Roy)
Senior Assistant Secretary

