

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. 22.00.0000.000.052.25.0007.24.143

Date: 19 April 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 *Rescheduled 5th Meeting of the Governing Board (GB) and the 5th Meeting of the Scientific Advisory Committee (SAC) of the BIMSTEC Centre for Weather and Climate (BCWC)*, to be held from 22–23 April 2026 in Thimphu, Bhutan.

Sl. No.	Name	Designation & Office
i.	Ms. Shahanara Yasmin Lily (Passport No. E00049034)	Joint 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 Thimphu, Bhutan on or around 21 April 2026 and return on or around 24 April 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;
 - She will draw her pay and allowances in local currency, and no part of it shall be drawn in foreign currency;
 - All expenses related to participation in the meeting, including airfare, accommodation, and subsistence, will be borne by the BIMSTEC Centre for Weather and Climate (BCWC), if applicable. **There will be no financial involvement from the Government of Bangladesh;**
 - The official will not stay abroad beyond the approved period (except for unavoidable travel time);
 - She must report back to her office immediately upon completion of the program; and
 - She is required to submit a brief report on the program to the **Admin-2 Section**, Ministry of Environment, Forest and Climate Change within seven (07) days of her return.
3. This order is issued with the approval of the competent authority.

Sadia Islam Luna
19/04/26

(Sadia Islam Luna)
Senior Assistant Secretary
Phone: 02-55100257
Email: admin2@moef.gov.bd

No. 22.00.0000.000.052.25.0007.24.143/1(15)

Date: 19.04.2026

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.
[Attention: Assistant Secretary (BIMSTEC), SAARC & BIMSTEC Wing]
3. H.E. Ambassador of Bangladesh to Bhutan, Embassy of Bangladesh in Thimphu, Bhutan.
4. H.E. Ambassador of Bhutan to Bangladesh, Royal Bhutanese Embassy in Dhaka, 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. **Ms. Shahanara Yasmin Lily**, Joint Secretary, Ministry of Environment, Forest and Climate Change, Dhaka.
9. Executive Director, Hazrat Shahjalal International Airport, Dhaka.
10. Private Secretary to the Honourable Adviser, Ministry of Environment, Forest & Climate Change, Dhaka.
11. System Analyst, Ministry of Environment, Forest & Climate Change, Dhaka **(with a request to upload the GO on the MoEFCC website)**.
12. Private Secretary to the Secretary, Ministry of Environment, Forest & Climate Change, Dhaka.
13. Accounts Officer.....
14. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.

19/04/26
(Sadia Islam Luna)
Senior Assistant Secretary

