

(Replaced by the Same Memo No. and Date)  
Government of the People's Republic of Bangladesh  
Ministry of Environment, Forest & Climate Change  
Administration-2 Section  
Bangladesh Secretariat, Dhaka  
[www.moefcc.gov.bd](http://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.      | <b>Mr. Md Shahadat Hossain</b> | Senior Assistant Secretary | Ministry of Environment, Forest and Climate Change, Dhaka |
| ii.     | <b>Mr. Md Mahiuddin Manik</b>  | Deputy Director            | Department of Environment, Dhaka                          |

2. This approval is accorded under the following terms and conditions:
- The officials will undertake the journey to Austria in connection with the said Forum, subject to travel convenience and flight availability;
  - The entire duration of the visit to Austria, including travel and transit, shall be treated as on duty;
  - They will draw their pay and allowances in local currency. No part of it shall be drawn in foreign currency;
  - 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;**
  - The Government also approves the travel of **Mr. Md Shahadat Hossain**, Senior Assistant Secretary for an additional **five (05) days** after completion of the official programme for personal purposes to visit family members and close relatives **from Vienna to Paris, France**. All expenses related to this extended stay, including travel and accommodation, will be borne personally by Mr. Md Shahadat Hossain, with no financial involvement from the Government of Bangladesh. This provision shall **not apply** to Mr. Md Mahiuddin Manik;
  - They must **report back to their respective offices 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 their return.
3. This order is issued with the approval of the competent authority.

  
18.03.2026  
(Milton Chandra Roy)  
Senior Assistant Secretary  
Phone: 02-55100257  
Email: [admin2@moefcc.gov.bd](mailto: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. H.E. Ambassador of Bangladesh to France, Embassy of Bangladesh in Paris, France.
6. H.E. Ambassador of France to Bangladesh, Embassy of France in Dhaka, Bangladesh.
7. Director General, Department of Environment, Dhaka.
8. Director General, Department of Immigration and Passports, Dhaka.
9. Director General (Consular), Ministry of Foreign Affairs, Dhaka **(with a request to issue Note Verbale)**.
10. Executive Director, Hazrat Shahjalal International Airport, Dhaka.
11. Mr. Alois Mhlanga, Director, Division of Climate Innovation and Montreal Protocol.
12. System Analyst, Ministry of Environment, Forest & Climate Change, Dhaka **(with a request to upload the GO on the MoEFCC website)**.
13. **Mr. Md Shahadat Hossain**, Senior Assistant Secretary (Climate Change-1 Section), Ministry of Environment, Forest & Climate Change, Dhaka.
14. Private Secretary to the Secretary, Ministry of Environment, Forest & Climate Change, Dhaka.
15. Chief Accounts and Finance Officer, Ministry of Environment, Forest and Climate Change, Segun Bagicha, Dhaka.
16. **Mr. Md Mahiuddin Manik**, Deputy Director, Department of Environment, Dhaka.
17. Accounts Officer.....
18. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.

  
18.03.2026  
(Milton Chandra Roy)  
Senior Assistant Secretary

