

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. 22.00.0000.000.052.25.0007.24.266

Date: 21 July 2026

**Government Order**

The undersigned is directed to convey the approval of the Government of the People's Republic of Bangladesh for **Dr. Mohammad Abdul Motalib**, Project Director (Deputy Director), Department of Environment (DoE), to visit **Japan** from 30 August to 04 September 2026 (or up to 05 September 2026, depending on flight availability) in connection with the JICA Grant Aid Project "The Project for the Improvement of Equipment for Air Pollution Monitoring."

2. This approval is accorded under the following terms and conditions:
  - i. He is scheduled to travel to Japan in connection with the above-mentioned project activities, subject to flight availability and programme schedule;
  - ii. The entire duration of the visit, including travel and transit, shall be treated as on duty;
  - iii. He will draw his pay and allowances in local currency, and no part of it shall be drawn in foreign currency;
  - iv. The Japan International Cooperation Agency (JICA) will bear will bear the round-trip airfare and other approved expenses related to his participation in the meeting. **There shall be no financial involvement from the Government of Bangladesh;**
  - v. He shall not remain abroad beyond the approved period except for reasonable travel time;
  - vi. He shall report to his office immediately upon return; and
  - vii. He shall submit a brief report on the meeting to the Administration-2 Section, Ministry of Environment, Forest and Climate Change, within seven (07) working days of his return.
3. This order is issued with the approval of the competent authority.

  
21.07.2026  
(Milton Chandra Roy)  
Senior Assistant Secretary  
Phone No. +880 2-23357240  
Email: [admin2@moefcc.gov.bd](mailto:admin2@moefcc.gov.bd)

Copy for kind information and necessary action (Not According to Seniority):

1. Foreign Secretary, Ministry of Foreign Affairs, Dhaka.
2. H.E. Ambassador of Bangladesh to Japan, Embassy of Bangladesh in Japan.
3. H.E. Ambassador of Japan to Bangladesh, Embassy of Japan in Bangladesh.
4. Additional Secretary (All), Ministry of Environment, Forest and Climate Change, Dhaka.
5. Director General, Department of Environment, Dhaka.
6. Director General, Department of Immigration and Passports, Dhaka.
7. Director General, Consular and Welfare Wing, Ministry of Foreign Affairs, Dhaka (with a request to issue Note Verbale).
8. Executive Director, Hazrat Shahjalal International Airport, Dhaka.
9. Chief Accounts and Finance Officer, Ministry of Environment, Forest and Climate Change, Segun Bagicha, Dhaka
10. System Analyst, Ministry of Environment, Forest & Climate Change, Dhaka (**with a request to upload the GO on the MoEFCC website**).
11. Private Secretary to the Secretary, Ministry of Environment, Forest & Climate Change, Dhaka.
12. **Dr. Mohammad Abdul Motalib**, Project Director (Deputy Director), Department of Environment.
13. Mr. Hideki Osawa, Japan International Cooperation Agency (JICA) Bangladesh Office.
14. Accounts Officer.....
15. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.

  
21.07.2026  
(Milton Chandra Roy)  
Senior Assistant Secretary

