

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. 22.00.0000.000.052.25.0007.24.288

Date: 06 August 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 International Study Tour on Plastic Policy Development and Action in Rwanda, tentatively scheduled to be held from 24–27 August 2026 in Rwanda, under the UNIDO–Department of Environment Project titled "Integrated Approach towards Sustainable Plastics Use and (Marine) Litter Prevention in Bangladesh":

Sl. No.	Name	Designation	Office
i.	Mr. Md Tawsif Rahman (Passport No. E00153449)	Senior Assistant Secretary	Ministry of Environment, Forest and Climate Change, Dhaka
ii.	Ms. Tahmina Akter (Passport No. E00224275)	Senior Assistant Secretary	Local Government Division, Dhaka
iii.	Mr. Kazi Suman (Passport No. E00122332)	Deputy Director (Publicity)	Department of Environment, Dhaka

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

- i. They are scheduled to travel to Rwanda in connection with the above-mentioned international study tour, 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. They will draw their pay and allowances in local currency. No part thereof 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 approved expenses related to their participation in the meeting. There shall be no financial involvement from the Government of Bangladesh;
- v. They shall not remain abroad beyond the approved period except for reasonable travel time;
- vi. They shall report to their respective offices immediately upon return; and
- vii. They shall submit a brief report on the Workshop and Project Steering Committee Meeting to the Administration-2 Section, Ministry of Environment, Forest and Climate Change, within seven (07) working days of their return.

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



06.08.2026

(Milton Chandra Roy)

Senior Assistant Secretary

Phone No. +880 2-23357240

Email: admin2@moefcc.gov.bd

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

1. Senior Secretary, Ministry of Public Administration/Ministry of Home Affairs, Dhaka.
2. Foreign Secretary, Ministry of Foreign Affairs, Dhaka.
3. Secretary, Local Government Division, Ministry of Local Government, Rural Development and Co-operatives, Bangladesh Secretariat, Dhaka.
4. H.E. High Commissioner of Bangladesh to the Republic of Kenya, Nairobi (with concurrent accreditation to the Republic of Rwanda).
5. H.E. High Commissioner of the Republic of Rwanda to the Republic of India, New Delhi (with concurrent accreditation to Bangladesh).
6. Additional Secretary (Administration), Ministry of Environment, Forest & Climate Change, Dhaka.
7. Director General, Department of Immigration and Passports, Dhaka.
8. Director General, Department of Environment, Dhaka.
9. Director General (Consular), Ministry of Foreign Affairs, Dhaka.
10. Executive Director, Hazrat Shahjalal International Airport, Dhaka.
11. Chief Accounts and Finance Officer, Ministry of Environment, Forest and Climate Change, Segun Bagicha, Dhaka.
12. System Analyst, Ministry of Environment, Forest & Climate Change, Dhaka **(with a request to upload the GO on the MoEFCC website).**
13. Private Secretary to the Secretary, Ministry of Environment, Forest & Climate Change, Dhaka.
14. Mr. Md. Tawsif Rahman, Senior Assistant Secretary, Ministry of Environment, Forest and Climate Change, Dhaka.
15. Ms. Tahmina Akter, Senior Assistant Secretary, Local Government Division, Dhaka.
16. Mr. Kazi Suman, Deputy Director (Publicity), Department of Environment, Dhaka.
17. Accounts Officer.....
18. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.


06.08.2026
(Milton Chandra Roy)
Senior Assistant Secretary

