Government of the People's Republic of Bangladesh
Ministry of Environment, Forest and Climate Change
Environment-3 Section
www.moef.gov.bd

No. 22.00.0000.074.25.003.24.351

Date: 25 August 2026

To: Chief Accounts and Finance Officer
Ministry of Environment, Forest and Climate Change
Segunbagicha, Dhaka

Subject: Government Order to participate in the second informal in-person meeting of Heads of Delegation (HoD) to the Intergovernmental Negotiating Committee (INC), including the regional meeting to be held from 26 September to 30 September 2026 and Informal Technical Meeting on the draft rules of procedure of the Plenary of the ISP-CWP, to be held from 1 to 3 October 2026 at the United Nations Conference Centre (UNCC) in Bangkok, Thailand.

Dear Sir,

The undersigned is directed to convey the permission of the Government of the People's Republic of Bangladesh in favour of the following delegates to participate in the second informal in-person meeting of Heads of Delegation (HoD) to the Intergovernmental Negotiating Committee (INC), including the regional meeting to be held from 26 September to 30 September 2026 at United Nations Conference Centre (UNCC) in Bangkok, Thailand. In addition, they will also attend the Informal Technical Meeting on the draft rules of procedure of the Plenary of the ISP-CWP, to be held from 1 to 3 October 2026 at the same venue.

Sl	Name and designation of delegates	Remarks
1.	Mr. Md. Rezaul Karim Joint Secretary Ministry of Environment, Forest and Climate Change, Bangladesh Secretariat, Dhaka	Head of Delegation
2.	Dr. Abdullah Al Mamun Deputy Director Department of Environment Agargaon, Dhaka, Bangladesh	Member
3.	Dr. Shahriar Hossain Senior Technical Advisor & Secretary General Environment and Social Development Organization (ESDO), Dhaka	Member

2. The following terms and conditions will be applicable for this tour:

   i. The participants will start their journey for Bangkok, Thailand on a convenient date close to their approved duration;
   ii. The period of this session and the time spent for travel and transit will be treated as on duty;
   iii. They will draw their pay and allowances in local currency during the aforesaid period;
   iv. All expenses of Mr. Md. Rezaul Karim and Dr. Abdullah Al Mamun will be borne by United Nations Environment Programme (UNEP) and all expenses of Dr. Shahriar Hossain will be borne by Environment and Social Development Organization (ESDO). There is no financial involvement of the Government of the People's Republic of Bangladesh with this tour;
   v. They will not stay abroad beyond the approved period (excluding travel time);
   vi. They will join their respective workplaces immediately after returning from the meeting and
   vii. They will submit two separate reports on the acquired experiences of the meetings to this Ministry within 10 working days after their return to Bangladesh.

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

Sincerely,

Sabrina 25.08.2026

Sabrina Rahman
Senior Assistant Secretary
Email: env3@moefcc.gov.bd

No. 22.00.0000.074.25.003.24.351

Date: 25 August 2026

Copy for kind information and necessary action to (not as per seniority):

1. Senior Secretary, Ministry of Public Administration, Bangladesh Secretariat, Dhaka.
2. Foreign Secretary, Ministry of Foreign Affairs, Segunbagicha, Dhaka.
3. H.E. Ambassador of Bangladesh to Thailand, Embassy of Bangladesh in Thailand.
4. H.E. Ambassador of Thailand to Bangladesh, Royal Thai Embassy in Bangladesh.
5. Additional Secretary (all), Ministry of Environment, Forest and Climate Change, Dhaka
6. Director General, Department of Environment, Agargaon, Dhaka.
7. Director General, Immigration and Passport, Dhaka.
8. Director General, (Consular and Welfare Wing), Ministry of Foreign Affairs, Segunbagicha, Dhaka.
9. Mr. Md. Rezaul Karim, Joint Secretary, Ministry of Environment, Forest and Climate Change, Dhaka.
10. Joint Secretary (Administration), Ministry of Environment, Forest and Climate Change, Dhaka.
11. Director, Hazrat Shahjalal (Rah.) International Airport, Dhaka.
12. PS to Honorable Minister, Ministry of Environment, Forest and Climate Change, Dhaka.
13. Deputy Secretary (Admin-2), Ministry of Environment, Forest and Climate Change, Dhaka (**with a request to update the database**).
14. PS to Honorable State Minister, Ministry of Environment, Forest and Climate Change, Dhaka.
15. PS to Secretary, Ministry of Environment, Forest and Climate Change, Bangladesh.
16. System Analyst, Ministry of Environment Forest and Climate Change (**with a request to upload the GO in the website**).
17. Mr. Abdullah Al Mamun, Deputy Director, Department of Environment, Agargaon, Dhaka.
18. Dr. Shahriar Hossain Senior Technical Advisor & Secretary General, Environment and Social Development Organization-ESDO, Dhaka.
19. Accounts Officer, Ministry of Environment Forest and Climate Change, Dhaka.

Sabrina 25.08.2026

Sabrina Rahman
Senior Assistant Secretary