Government of the People's Republic of Bangladesh
Ministry of Environment, Forest and Climate Change
Environment-2 Section
Bangladesh Secretariat, Dhaka
www.moefcc.gov.bd

22.00.0000.073.22.003.23.262 Date: 15 September 2026

The undersigned is directed to convey the permission of the Government of the People's Republic of Bangladesh in favour of the following officers to participate in the GEF-9 Planning Workshop for Asia to be held from 29 September- 02 October 2026 in Vientiane, Lao PDR

SI	Name	Designation	office
i.	Md. Amirul Kyser Passport number: E00223912	Deputy Secretary	Ministry of Environment, Forest and Climate Change
ii.	Md Tawsif Rahman Passport number: E00153449	Deputy Secretary	Ministry of Environment, Forest and Climate Change

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

i. While participating in the meeting and on journey to and from Vientiane, Lao PDR, he will be treated as on duty;
ii. They will draw their pays and allowances in local currency during the aforesaid period;
iii. All expenses of the nominees in connection with this visit will be borne by the Secretariat of the Global Environment Facility (GEF). There is no financial involvement of the Government of the People's Republic of Bangladesh with this tour;
iv. They will not stay abroad beyond the approved period (excluding travel time).
v. They will submit a report on the acquired experiences to this Ministry within 15 working days after their return to Bangladesh.

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

Sabrina 15.09.2026
Sabrina Rahman
Senior Assistant Secretary
Mobile No. 01816265005
Email: env2@moefcc.gov.bd

No. 22.00.0000.073.22.003.23.262 Date: 15 September 2026

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

1. Cabinet Secretary, Cabinet Division, Bangladesh Secretariat, Dhaka.
2. Senior Secretary, Ministry of Public Administration, Bangladesh Secretariat, Dhaka.
3. Foreign Secretary, Ministry of Foreign Affairs, Segunbagicha, Dhaka, Bangladesh.
4. H.E. Ambassador of Bangladesh to Vietnam, (concurrently accredited to Lao PDR), Hanoi, Vietnam
5. H.E. Ambassador of Lao PDR to India (concurrently accredited to Bangladesh), New Delhi, India.
6. Additional Secretary (all), Ministry of Environment, Forest and Climate Change, Dhaka.
7. Director General, Department of Immigration and Passports, Dhaka, Bangladesh.
8. Director General (Consular and Welfare Wing), Ministry of Foreign Affairs, Dhaka (with a request for issuing note verbal).
9. Md. Amirul Kyser, Deputy Secretary, Ministry of Environment, Forest and Climate Change
10. PS to the Hon'ble Minister, Ministry of Environment, Forest and Climate Change, Dhaka, Bangladesh.
11. PS to Hon'ble State Minister, Ministry of Environment, Forest and Climate Change
12. Md Tawsif Rahman, Deputy Secretary, Ministry of Environment, Forest and Climate Change
13. PS to Secretary, Ministry of Environment, Forest and Climate Change, Dhaka, Bangladesh.
14. System Analyst, Ministry of Environment, Forest and Climate Change **(with a request to upload the GO in the website).**
15. Accounts Officer, Ministry of Environment, Forest and Climate Change, Dhaka, Bangladesh.

Sabrina
15.09.2026
Sabrina Rahman
Senior Assistant Secretary