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

Record Number: 22.00.0000.000.052.25.0003.24.387 Date: 01/10/2026

Government Order

The undersigned is directed to convey the approval of the Government of the People's Republic of Bangladesh for the following official to participate in the **"LOI Ceremony with the Ministry of the Environment, Japan, the 32nd AIM International Workshop, and the Peer-to-Peer Meeting for Sharing Experience and Lessons"**, scheduled to be held from **13–16 October 2026 in Tokyo and Tsukuba, Japan**:

Sl. No.	Name	Designation	Office
i.	**Mr. Md. Lutfor Rahman** (Passport No. E00224817)	Director General	Department of Environment, Dhaka

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

i. He shall travel to Japan to participate in the above programmes and shall return to Bangladesh upon completion of the visit;
ii. The entire duration of the visit, including travel and transit, shall be treated as on duty;
iii. He shall draw his pay and allowances in local currency in accordance with Government rules. No part thereof shall be drawn in foreign currency;
iv. The **Institute for Global Environmental Strategies (IGES)** will bear the expenses related to his participation and stay in Japan in connection with the above programmes. There shall be **no financial involvement from the Government of Bangladesh**;
v. He shall not remain abroad beyond the period required for the training programme except for reasonable travel time; and
vi. He shall submit a brief report on the training programme to the Secretary, 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.

01-10-2026
Milton Chandra Roy
Deputy Secretary
Phone : 02-95100673
Fax : 9540210
E-mail : admin2@moefcc.gov.bd

Record Number: 22.00.0000.000.052.25.0003.24.387/1 (17) Date: 01/10/2026

Copy for Kind Information and Necessary Action (Not in the order of seniority):

1. Cabinet Secretary, Cabinet Division, Bangladesh Secretariat, Dhaka/Principal Secretary to the Prime Minister, Prime Minister's Office, Old Sangsad Bhaban, Tejgaon, Dhaka-1215.
2. Senior Secretary/Secretary, Ministry of Public Administration/Ministry of Home Affairs, Dhaka.
3. Foreign Secretary, Ministry of Foreign Affairs, Dhaka.
4. H.E. Ambassador of Bangladesh to Japan, Embassy of Bangladesh in Japan.
5. H.E. Ambassador of Japan to Bangladesh, Embassy of Japan in Bangladesh.
6. Additional Secretary (All), Ministry of Environment, Forest & Climate Change, Dhaka.
7. Director General, Director General Office, Dept of Environment.
8. Director General, Department of Immigration and Passports, Dhaka.
9. Director General, Consular and Welfare Wing, Ministry of Foreign Affairs, Dhaka (with a request to iss ue Note Verbale).
10. Executive Director, Hazrat Shahjalal International Airport, Dhaka.
11. Private Secretary to the Minister (Deputy Secretary), Ministry of Environment, Forest & Climate Chan ge, Dhaka (for the kind information of the Minister).
12. Private Secretary to the State Minister (Deputy Secretary), Ministry of Environment, Forest & Climate Change, Dhaka (for the kind information of the State Minister).
13. System Analyst, Ministry of Environment, Forest & Climate Change, Dhaka (with a request to upload the GO on the MoEFCC website).
14. Private Secretary to the Secretary, Ministry of Environment, Forest & Climate Change, Dhaka (For th e kind information of the Secretary sir).
15. Chief Accounts and Finance Officer, Ministry of Environment, Forest and Climate Change, Segun Ba gicha, Dhaka.
16. Accounts Officer, ...
17. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.

01-10-2026
Milton Chandra Roy
Deputy Secretary