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 Number: 22.00.0000.000.052.25.0003.24.411 Date: 14 Oct 2026

Government Order

The undersigned is directed to convey the approval of the Government of the People's Republic of Bangladesh for **Ms. Tanjina Akter (Passport No. E00155052)**, Assistant Director, Department of Environment, Dhaka, to participate in the Group and Region-Focused Training Course titled "Capacity Development Towards Air Quality Management (202515132J001)", to be held in **Japan** from **18 November to 16 December 2026**, organized by the Japan International Cooperation Agency (JICA).

2. This approval is accorded under the following terms and conditions:
   i. She is scheduled to travel to Japan in connection with the above-mentioned training course, subject to flight availability and programme schedule; ;
   ii. The entire period of the visit, including travel and transit, shall be treated as on duty;
   iii. She shall draw her pay and allowances in local currency in accordance with Government rules. No part thereof shall be drawn in foreign currency;
   iv. The Japan International Cooperation Agency (JICA) shall bear the expenses and logistical arrangements for participation in the training course. There shall be no financial involvement of the Government of Bangladesh in this regard;
   v. She shall not remain abroad beyond the approved period except for reasonable travel time;
   vi. She must report back to her office immediately upon completion of the program; and
   vii. She is required to submit a brief report on the program to the Secretary, Ministry of Environment, Forest and Climate Change within seven (07) days of her return.
3. This order is issued with the approval of the competent authority.

14-10-2026
Milton Chandra Roy
Deputy Secretary
Phone : 02-95100673
Fax : 9540210
E-mail : admin2@moefcc.gov.bd

Record Number: 22.00.0000.000.052.25.0003.24.411/1 (14) Date: 14 Oct 2026

Copy for Kind Information and Necessary Action (Not in the order of 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 & Climate Change, Dhaka.

5. Director General, Director General Office, Dept of Environment.
6. Director General, Department of Immigration and Passports, Dhaka.
7. Executive Director, Hazrat Shahjalal International Airport, Dhaka.
8. Director General, Consular and Welfare Wing, Ministry of Foreign Affairs, Dhaka (with a request to iss ue Note Verbale).
9. Ms. SHOJI Izumi, Senior Representative, JICA Bangladesh Office.
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 (Senior Assistant Secretary), Ministry of Environment, Forest & Cli mate Change, Dhaka (For the kind information of the Secretary sir).
12. Chief Accounts and Finance Officer, Ministry of Environment, Forest and Climate Change, Segun Ba gicha, Dhaka.
13. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.
14. Ms. Tanjina Akter, Assistant Director (Air Quality Management), Department of Environment, Dhaka.

14-10-2026
Milton Chandra Roy
Deputy Secretary