



বাংলাদেশ নির্বাচন কমিশন  
নির্বাচন কমিশন সচিবালয়

No.17.00.0000.018.24.002.19-114

Date: 02 May, 2023

To

Chief Accounts and Finance Officer  
C&AG, PSC and Election Commission Secretariat (3rd phase)  
Segunbagicha, Dhaka.

Subject: **Visit to UAE.**

Dear Sir,

The under signed is directed to convey the approval of the Election Commission Secretariat to the following officers/Staff to visit UAE to conduct and provide hands-on training to officers/operators, set-up equipment, establish data connectivity coordinating with the respective embassies on the occasion of national identity card issuing program through the Embassy of Bangladesh in UAE. The team will stay there during 18-31 May 2023 or from the date of commencement of leave under following terms and conditions:

Sl#	Name and Designation	Office Address
1.	Squadron Leader Saad Waiez Tanveer Director (IT), Idea Project (phase-2)	Election Commission Secretariat
2.	Engineer Mohammad Ariful Islam System Analyst	National Identity Registration Wing, Election Commission Secretariat
3.	Md. Mizanur Rahman Khan Upazila Election Officer	Upazila Election Office, Patuakhali Sadar, Patuakhali
4.	Md. Kamrul Hasan Upazila Election Officer	Upazila Election Office, Chuadanga Sadar, Chuadanga
5.	Md. Salim Ul Alam Programmer	National Identity Registration Wing, Election Commission Secretariat.
6.	Md. Shawkat Akbar Munshi Network Consultant, Idea Project (phase-2)	Election Commission Secretariat
7.	Aminul Islam Assistant Programmer	National Identity Registration Wing, Election Commission Secretariat.
8.	Md. Shahabuddin Assistant Programme, Idea Project (phase-2)	Election Commission Secretariat.
9.	Md. Mahfuzur Rahman Office Assistant cum Computer Operator	Upazila Election Office, Shailkupa, Jhenaidah
10.	Md. Hakim Uddin Prodhan Office Assistant cum Computer Operator	Upazila Election Office, Palashbari, Gaibandha
11.	Md. Abu Naser Hamid Data Entry Operator, Idea Project (phase-2)	Upazila Election Office, Boalkhali, Chittagong.
12.	Md. Moazzem Hossain Data Entry Operator, Idea Project (phase-2)	Election Commission Secretariat.

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অফিসের ঠিকানাঃ

নির্বাচন ভবন, প্লট নং-ই-১৪/জেড, আগারগাঁও, ঢাকা-১২০৭


যোগাযোগঃ

ফোন : +৮৮০-০২-৫৫০০৭৬০০ ফ্যাক্স : +৮৮০-০২-৫৫০০৭৫১৫

ই-মেইলঃ secretary@ecs.gov.bd ওয়েব এড্রেসঃ www.ecs.gov.bd

02. The terms and conditions are mentioned below:
- the officers/ Staff will leave Dhaka on 17 May 2023 or on an approximate date and return Dhaka on 01 June 2023 or on an approximate date.
  - the period of this tour and time spent for travel and transit will be treated as on duty.
  - he will draw his usual pay and allowances in local currency and no part of it should be drawn in foreign currency.
  - all expenses regarding this visit will be borne by Idea Project (phase-2), Election Commission Secretariat.
  - this is an official visit.
03. This order is issued with the approval of the competent authority.

Sincerely

  
09.05.2023

(Mohammad Nurul Alam)  
Deputy Secretary (HRDW)  
Election Commission Secretariat  
Phone: +88-02-55007549  
Mobile: +8801824715756  
email: ds.hrdw.bec@gmail.com


No.17.00.0000.018.24.002.19-114

Date: 02 May, 2023

Copy forwarded for kind information and necessary action to (not in order of seniority):

- Cabinet Secretary, Cabinet Division, Bangladesh Secretariat, Dhaka Principal Secretary to the Hon'ble Prime Minister, Prime Minister's Office, Tejgaon, Dhaka.
- Secretary, Public Security Division/Security Services Division, Ministry of Home Affairs, Bangladesh Secretariat, Dhaka.
- Embassy of the United Arab Emirates, 191-Gulshan North Avenue, Dhaka 1212, Bangladesh.
- Embassy of the People's Republic of Bangladesh, Abu Dhabi, UAE, Villa No. 46, 48, Sector. 19, Zone. W31, Al Jawwalah St, Al Saadah Area, P.O. Box 2504.
- Chairman, Civil Aviation Authority of Bangladesh Kurmitola, Dhaka.
- Director General (Grade-1), National Identity Wing, Election Commission Secretariat, Dhaka.
- Joint Secretary (All), Election Commission Secretariat, Dhaka.
- Director General, Department of Immigration and Passports, Dhaka.
- Director General, Electoral Training Institute, Dhaka.
- System Manager (All), Election Commission Secretariat, Dhaka. (with request to display this Notifications in Bangladesh Election Commission website and update PDS)
- Regional Election Officer (All), ..... Region, Election Commission Secretariat, Dhaka.
- Deputy Secretary (All)/Director (All)/Deputy Chief, Election Commission Secretariat, Dhaka
- Director, Hazrat Shahjalal International Airport, Dhaka. (Attention: Chief Security Officer)

14. Private Secretary to the Chief Election Commissioner (For kind information of the Hon'ble Chief Election Commissioner).
15. Private Secretary to the Hon'ble Election Commissioner Mr.Md. Ahsan Habib Khan (For kind information of the Election Commissioner).
16. Private Secretary to the Hon'ble Election Commissioner Ms. Rashida Sultana (For kind information of the Election Commissioner).
17. Private Secretary to the Hon'ble Election Commissioner Mr. Md. Alamgir (For kind information of the Election Commissioner).
18. Private Secretary to the Hon'ble Election Commissioner Mr. Md. Anisur Rahman (For kind information of the Election Commissioner).
19. Private Secretary to the Secretary, Election Commission Secretariat, Dhaka (For kind information of the Secretary).
20. ....
21. Personal Officer to the Additional Secretary, Election Commission Secretariat, Dhaka (For kind information of the Additional Secretary).
22. Office copy]

  
09.05.2023  
(Mohammad Nurul Alam)  
Deputy Secretary (HRDW)  
Election Commission Secretariat