



বাংলাদেশ নির্বাচন কমিশন
নির্বাচন কমিশন সচিবালয়

No.17.00.0000.018.24.009.17-295

Date: 08 October 2018

To

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

Subject: Study Tour to India.

Dear Sir,


The undersigned is directed to convey the approval of the Election Commission Secretariat to the following officers to participate in a 4-day long study tour from 08 October to 11 October 2018 (excluding travel time) or any suitable time in New Delhi, India.

Sl#	Name and Designation	Office Address
1	MOHAMMAD JAHANGIR ALAM Deputy Director	National Identity Registration Wing Election Commission Secretariat Dhaka, Bangladesh
2	A.H.M. ABDUR RAHIM KHAN IT System Consultant	IDEA Project Election Commission Secretariat Dhaka, Bangladesh

02. Terms and conditions are mentioned below:

- they will leave Dhaka on 08 October 2018 or on an approximate date and will return to Dhaka on 12 October 2018 or on an approximate date;
- the period of this tour and time spent for travel and transit will be treated as on duty;
- all expenses related to this tour will be borne by the Access to Information (A2i) Program, ICT Division (travel, hotel accommodation and food expenses);
- they will draw their usual pay and allowances in local currency and no part of it should be drawn in foreign currency;
- they will submit a report within seven days after return from India;
- this is an official visit.

Sincerely,

 08.10.2018

(Fahmida Sultana)
Assistant Secretary

Phone: +88-02-55007561

Mobile: +88 01711392461

Email: fahmidaslt@gmail.com


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Date: 08 October 2018

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

1. Cabinet Secretary, Cabinet Division, Bangladesh Secretariat, Dhaka
2. Principal Secretary to the Hon'ble Prime Minister, Prime Minister's Office, Tejgaon, Dhaka
3. Senior Secretary, Ministry of Foreign Affairs, Segunbagicha, Dhaka
4. Secretary, Public Security Division, Ministry of Home Affairs, Bangladesh Secretariat, Dhaka
5. H.E the High Commissioner of India, Plot No. 1-3, Park Road, Baridhara, Dhaka 1212, Bangladesh
6. H.E the High Commissioner of the People's Republic of Bangladesh in India, EP-39, Dr. S Radhakrisnan Marg, Chanakyapuri, New Delhi-110021, India
7. Chairman, Civil Aviation Authority of Bangladesh, Kurmitola, Dhaka
8. Police Commissioner, Dhaka Metropolitan Police, Dhaka
9. Director General, Department of Immigration and Passports, Dhaka
10. Director General, NID Wing, Election Commission Secretariat, Dhaka
11. Project Director, A2i Project, ICT Division, ICT Tower, Agargaon, Dhaka
12. Joint Secretary (All), Election Commission Secretariat, Dhaka
13. Director General, Electoral Training Institute, Dhaka
14. System Manager, Election Commission Secretariat, Dhaka [With request to publish in the website]
15. Deputy Secretary (All)/Director (PR)/Deputy Chief, Election Commission Secretariat, Dhaka
16. Deputy Secretary (Personal Management), Election Commission Secretariat, Dhaka
17. Director, Hazrat Shahjalal International Airport, Dhaka
18. Senior Assistant Secretary (Budget), Election Commission Secretariat, Dhaka
19. Mr. Mohammad Jahangir Alam, Deputy Director, National Identity Wing, Election Commission Secretariat, Dhaka
20. A.H.M. Abdur Rahim Khan, IT System Consultant, IDEA Project, Election Commission Secretariat, Dhaka
21. Private Secretary to the Chief Election Commissioner (For kind information of the Hon'ble Chief Election Commissioner)
22. Private Secretary to the Election Commissioners (For kind information of the Hon'ble Election Commissioners)
23. Private Secretary to the Secretary, Election Commission Secretariat, Dhaka (For kind information of the Secretary)
24. Personal Officer to the Additional Secretary, Election Commission Secretariat, Dhaka (For kind information of the Additional Secretary)
25. Office copy


08.10.2018
(Fahmida Sultana)
Assistant Secretary