



বাংলাদেশ নির্বাচন কমিশন
নির্বাচন কমিশন সচিবালয়

No.17.00.0000.018.24.009.17-370

Date: 24 November, 2018

To

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

Subject: Visit to India.

Dear Sir,

The undersigned is directed to convey the approval of the Election Commission Secretariat to the following officer to participate in 'Capacity Development in Election Management' training course at 'India International Institute of Democracy & Election Management (IIIDEM)', New Delhi, India from 01-15 December 2018:

Name & Designation	Office Address
Ms. Noor Nahar Islam Assistant Secretary	Election Commission Secretariat Nibachon Bhaban, Agargaon, Dhaka, Bangladesh

02. The terms and conditions are mentioned below:

- the officer will leave Dhaka on 01 December 2018 or on an approximate date and return Dhaka on 15 December 2018 or on an approximate date;
- the period of this tour and time spent for travel and transit will be treated as on duty;
- she will draw her usual pay and allowances in local currency and no part of it should be drawn in foreign currency;
- all expenses related to this training will be borne by the Government of India while the Bangladesh Election Commission will bear the other incidental expenses;
- they will submit a report within seven days after returning from India;
- this is an official visit.

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

Sincerely,

(Md. Moin Uddin Khan)

Deputy Secretary


Phone: +88-02-55007549

Email: moin.ecbd@gmail.com

Please turn over

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 Public Administration, Bangladesh Secretariat, Dhaka.
4. Secretary, Ministry of Foreign Affairs, Segunbagicha, Dhaka.
5. Secretary, Economic Relations Division, Sher-e-Bangla Nagar, Dhaka.
6. H.E the High Commissioner of India, Plot No. 1-3, Park Road, Baridhara, Dhaka 1212, Bangladesh
7. H.E the High Commissioner of the People's Republic of Bangladesh, New Delhi, India
8. First Secretary (Education), the High Commission of India, Plot No. 1-3, Park Road, Baridhara, Dhaka 1212, Bangladesh
9. Chairman, Civil Aviation Authority of Bangladesh, Kurmitola, Dhaka.
10. Police Commissioner, Dhaka Metropolitan Police, Dhaka.
11. Joint Secretary (All), Election Commission Secretariat, Dhaka.
12. Director General, NID Wing, Election Commission Secretariat, Dhaka.
13. Director General, Department of Immigration and Passports, Dhaka.
14. Director General, Electoral Training Institute, Dhaka.
15. System Manager, Election Commission Secretariat, Dhaka.
16. Director, Hazrat Shah Jalal (R:) International Airport, Dhaka
17. Deputy Secretary (All)/Deputy Chief, Election Commission Secretariat, Dhaka
18. Chief Security Officer, Hazrat Shahjalal International Airport, Dhaka.
19. Deputy Secretary (Budget), Election Commission Secretariat, Dhaka.
20. Private Secretary to the Chief Election Commissioner (For kind information of the Hon'ble Chief Election Commissioner).
21. Private Secretary to the Election Commissioners (For kind information of the Hon'ble Election Commissioners)
22. Private Secretary to the Secretary, Election Commission Secretariat, Dhaka (For kind information of the Secretary)
23. Ms. Noor Nahar Islam, Assistant Secretary, Election Commission Secretariat, Dhaka.
24. Personal Officer to the Additional Secretary, Election Commission Secretariat, Dhaka (For kind information of the Additional Secretary).
25. Office copy


(Fahmida Sultana)
Assistant Secretary
Phone: 02-55007561