

Mkt. Programme
Refund
18.09.2018



বাংলাদেশ নির্বাচন কমিশন
নির্বাচন কমিশন সচিবালয়

No.17.00.0000.010.25.018.18-264

Dated: 17 September 2018

To

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

Subject: Visit to Belgium.

Dear Sir,

I am directed to convey that a delegation headed by the Secretary, Election Commission Secretariat will visit Belgium to participate in the conference on “Sustainable Peace through Election” scheduled to be held on 8-10 October 2018.

Sl#	Name & Designation	Remarks
01.	Helaluddin Ahmed Secretary Election Commission Secretariat, Bangladesh	Leader of the Delegation
02.	Md Salim Miah Join Secretary (Law) Election Commission Secretariat, Bangladesh	Member of the Delegation
03.	Md Saiful Haque Chowdhury Deputy Chief Election Commission Secretariat, Bangladesh	Member of the Delegation

02. The terms and conditions are mentioned below:

- they will start their journey for Belgium on a convenient day near to 07 October 2018 and will return to Dhaka on a convenient day near to 12 October 2018;
- they will draw their pay and allowances in local currency and no part of it would be drawn in foreign currency;
- the period of this tour and time spent for travel and transit will be treated as on duty;
- Secretary, Mr. Helal Uddin Ahmed will be accompanied by his wife Ms. Ismat Shirin Banu and all expenditures of his wife will be borne by the Secretary himself;
- the ‘Support to the Bangladesh Parliamentary Elections 2018/2019 (SBPE) Project’ UNDP Bangladesh will bear all expenses regarding this visit;
- this is an official visit.

Sincerely,

Shah Alam
17.09.18

(Md. Shah Alam)

Senior Assistant Secretary

Phone: 55007534

Email: s_alam_ecs@yahoo.com

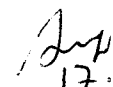
P.T.O

No.17.00.0000.010.25.018.18-264

Dated: 17 September 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, Ministry of Home Affairs, Bangladesh Secretariat, Dhaka
5. Secretary, Office of the Hon'ble President, Bangabhaban, Dhaka
6. Additional Inspector General of Police, Special Branch, Dhaka
7. H.E. the Ambassador, Embassy of the People's Republic of Bangladesh in Belgium, 29-31 Rue Jacques Jordaens, 1000 Brussels, Belgium
8. H.E. the Ambassador, Embassy of Sweden, House #1, Road #52, Gulshan #2, Dhaka Bangladesh
9. Chairman, Civil Aviation Authority of Bangladesh, Kurmitola, Dhaka
10. Director General, NID Wing, Election Commission Secretariat, Dhaka
11. Police Commissioner, Dhaka Metropolitan Police, Dhaka
12. Md. Salim Miah, Joint Secretary (Law), Election Commission Secretariat, Dhaka
13. Joint Secretary (All), Election Commission Secretariat, Dhaka
14. Director General, Electoral Training Institute, Agargaon, Dhaka
15. Director General (West Europe & EU), Ministry of Foreign Affairs, Segun Bagicha, Dhaka
16. Senior Project Manager, Support to the Bangladesh Parliamentary Elections 2018/2019 (SBPE) Project, UNDP Bangladesh
- ✓ 17. System Manager, Election Commission Secretariat, Dhaka (Request for publishing at the BEC website)
18. Deputy Police Commissioner (Protection), Dhaka Metropolitan Police, Dhaka.
19. Deputy Secretary (All), Election Commission Secretariat, Dhaka
20. Mr. Md. Saiful Haque Chowdhury, Deputy Chief, Election Commission Secretariat, Dhaka
21. Director, Hazrat Shah Jalal International Airport, Dhaka
22. Chief Security Officer, Hazrat Shah Jalal International Airport, Dhaka
23. Senior Assistant Secretary (Budget), Election Commission Secretariat, Dhaka
24. Private Secretary to the Hon'ble Chief Election Commissioner, (For kind information of the Hon'ble Chief Election Commissioner)
25. Private Secretary to the Hon'ble Election Commissioners (For kind information of the Hon'ble Election Commissioners)
26. Private Secretary to the Secretary, Election Commission Secretariat, (For kind information of the Secretary)
27. Ms. Fahmida Sultana, Assistant Secretary, Election Commission Secretariat, Dhaka
28. Protocol Officer, Election Commission Secretariat, Dhaka
29. Personal Officer to the Additional Secretary, Election Commission Secretariat, (For kind information of the Additional Secretary)
30. Office copy


17.09.2018
(Md. Shah Alam)

Senior Assistant Secretary