



বাংলাদেশ নির্বাচন কমিশন
নির্বাচন কমিশন সচিবালয়

No.17.00.0000.018.24.001.19- 40

Date: 14 February 2019

To

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

Dear Sir,

The undersigned is directed to convey the approval of the Bangladesh Election Commission Secretariat to the following officers to visit Shenzhen, China from 21 February 2019 to 24 February 2019 to perform Pre-shipment Inspection of manufactured TABs:

Sl#	Name	Designation & Address
1	Md. Mokhlesur Rahman	Additional Secretary Election Commission Secretariat, Dhaka
2	Forhad Ahmmed Khan	Joint Secretary Election Commission Secretariat, Dhaka
3	Md. Ikbal Zavid	Maintenance Engineer Election Commission Secretariat, Dhaka
4	Abu Naser Md Manchor Hallaz	Assistant Programmer Election Commission Secretariat, Dhaka

02. The terms and conditions are mentioned below:

- all officers will leave Dhaka on 20 February 2019 or on an approximate date and will return to Dhaka on 25 February 2019 or on an approximate date;
- the period of this tour and time spent for travel and transit will be treated as on duty;
- they will draw their 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 the supplier Computer Services Ltd. Dhaka while the Bangladesh Election Commission will bear the other incidental expenses;
- 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
Mobile: +88 01715180533
Email: moin.ecbd@gmail.com

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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

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. Secretary, Ministry of Civil Aviation and Tourism, Bangladesh Secretariat, Dhaka.
6. H.E the Ambassador of China in Bangladesh, Plot 2&4, Embassy Road, Block-1, Baridhara, Dhaka, Bangladesh.
7. H.E the Ambassador of the People's Republic of Bangladesh in China, 42 Guang Hua Lu, Chaoyang District, Beijing 100600, China.
8. Chairman, Civil Aviation Authority, Bangladesh, Kurmitola, Dhaka.
9. Police Commissioner, Dhaka Metropolitan Police, Dhaka.
10. Md. Mokhlesur Rahman, Additional Secretary, Election Commission Secretariat, Dhaka.
11. Director General, NID Wing & Project Director, IDEA Project, Election Commission Secretariat, Dhaka.
12. Joint Secretary (All), Election Commission Secretariat, Dhaka.
13. Forhad Ahmmmed Khan, Joint Secretary, Election Commission Secretariat, Dhaka.
14. Director General, Electoral Training Institute, Dhaka.
15. System Manager, Election Commission Secretariat, Dhaka [With request to publish in the website].
16. Deputy Secretary (All), Election Commission Secretariat, Dhaka.
17. Director, Hazrat Shahjalal International Airport, Dhaka
18. Deputy Secretary (Personal Management), Election Commission Secretariat, Dhaka.
19. Deputy Secretary (Budget), Election Commission Secretariat, Dhaka.
20. Md. Ikbal Zavid, Maintenance Engineer, Election Commission Secretariat, Dhaka.
21. Abu Naser Md Manchor Hallaz, Assistant Programmer, Election Commission Secretariat, Dhaka.
22. Chief Security Officer, Hazrat Shahjalal International Airport, Dhaka.
23. Private Secretary to the Chief Election Commissioner (For kind information of the Hon'ble Chief Election Commissioner).
24. Private Secretary to the Election Commissioners (For kind information of the Hon'ble Election Commissioners).
25. Private Secretary to the Secretary, Election Commission Secretariat, Dhaka (For kind information of the Secretary).
26. Protocol Officer, Election Commission Secretariat, Dhaka.
27. Sakil Md. Tarikul Islam, Head of ITES, Computer Services Ltd. 12B Ataturk Tower, 22 Kamal Ataturk Avenue, Banani, Dhaka
28. Office copy.

 14.02.2019
(Fahmida Sultana)
Assistant Secretary