

To be replaced with same date & issue number



Bangladesh Election Commission  
Election Commission Secretariat

No.17.00.0000.018.24.002.19- 65

Date: 12 February 2024

To

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

Subject: Visit to United Kingdom (UK).

Dear Sir,

The under signed is directed to convey the approval of Bangladesh Election Commission to the following officers to accomplish the activities for monitoring and coordination of voter registration and National Identity card distribution programme of expatriate Bangladeshis living in the United Kingdom (UK). The Secretary of Election Commission Secretariat will head the administration team comprising the following members. The team will stay there from 27<sup>th</sup> February 2024 to 2<sup>nd</sup> March 2024 (excluding travel time) from the date of commencement of leave under the following terms and conditions:

**Admin Team**

SL	Name and Designation	Office Address	Remarks
1	Mr. Md. Jahangir Alam Secretary	Election Commission Secretariat	Team leader
2	Mr. Mohammad Ashraf Hussain System Manager (ICT)	Election Commission Secretariat	Member
3	Mr. S. M. Shahadat Hossain District Election Officer	District Election Office, Bandarban Hill tracts.	Member
4	Mr. Md Rajib Ahsan Senior Assistant Chief (CC)	Election Commission Secretariat	Member
5	Representative	Foreign Ministry	Member

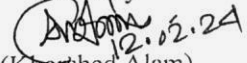
02. Mr. Md. Jahangir Alam's Spouse Begum Kaniz Farzana will be his personal tour companion.

03. The terms and conditions are mentioned below:

- The officers of Election Commission Secretariat/representative of Foreign Ministry will leave Dhaka on 26<sup>th</sup> February 2024 or on an approximate date and will return Dhaka on 03 March 2024 or 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 of Team leader & members (SL no. 02-04) regarding this visit will be borne by IDEA Project (phase-2), Election Commission Secretariat, where all expenses of the representative of Foreign Ministry related with the said tour will be borne by his concerned Ministry.
- All expenses related to Begum Kaniz Farzana's visit will be personally borne by Mr. Md. Jahangir Alam, Secretary.
- This is an official visit.

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

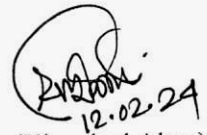
Sincerely

  
(Khorshed Alam)  
Deputy Secretary

Election Commission Secretariat  
Phone: +00-02-55007549  
Mobile: +8801824715756  
email: ds.hrdw.bec@gmail.com

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

01. Cabinet Secretary, Cabinet Division, Bangladesh Secretariat, Dhaka/Principal Secretary to the Hon'ble Prime Minister, Prime Minister's Office, Tejgaon, Dhaka.
02. Senior Secretary, Ministry of Foreign Affairs, Segunbagicha, Dhaka.
03. Secretary, Public Security Division/Security Services Division, Ministry of Home Affairs, Bangladesh Secretariat, Dhaka.
04. British High Commission, United Kingdom, United Nations Road, P.O. Box-6079, Baridhara, Dhaka.
05. HE High Commissioner of Bangladesh to the UK.
06. Assistant High Commissioner of Bangladesh in Manchester, UK.
07. Chairman, Civil Aviation Authority of Bangladesh Kurmitola, Dhaka.
08. Director General (Grade-I), National Identity Registration Wing, Election Commission Secretariat, Dhaka.
09. Joint Secretary (All), Election Commission Secretariat, Dhaka.
10. Project Director (PD), IDEA Project (Phase-II).
11. Director General, Department of Immigration and Passports, Dhaka.
12. Director General, Election Training Institute, Dhaka.
13. System Manager (All) Election Commission Secretariat, Dhaka. (with request to publish these notifications in Election Commission Secretariat website and update PDS).
14. Regional Election Officer (All),.....Region, Election Commission Secretariat, Dhaka.
15. Deputy Secretariat (All)/Director (All), Deputy Chief, Election Commission Secretariat, Dhaka.
16. Director, Hazrat Shahjalal International Airport Dhaka. (Attention: Chief Security Officer)
17. Private Secretary to the Chief Election Commissioner (For kind information of the Hon'ble Chief Election Commissioner.)
- 18-21. Private Secretary to the Hon'ble Election Commissioners (For kind information of the Election Commissioner.)
22. Private Secretary to the Secretary, Election Commission Secretariat, Dhaka (For kind information of the Secretary).
23. Personal Officer to the Additional Secretary, Election Commission Secretariat, Dhaka (For kind information of the Additional Secretary).
24. Office copy.



(Khorshed Alam)  
Deputy Secretary

Election Commission Secretariat