



বাংলাদেশ নির্বাচন কমিশন  
নির্বাচন কমিশন সচিবালয়

No.17.00.0000.018.24.002.19-367

Date: 08 September 2025

To

The Chief Accounts and Finance Officer  
CAG, PSC and Election Commission  
Segunbagicha, Dhaka

Subject: **Visit to the Republic of South Africa (Admin Team).**

Dear Sir,

The undersigned is directed to convey the approval favoring the following employees of Bangladesh Election Commission, as members of the '**Admin Team**', for their visit to the Republic of South Africa to oversee and supervise the installation of equipment/systems and to ensure the provision of training to the staff members of Bangladesh High Commission in Pretoria, South Africa, for the period specified below. The visit relates to voter registration process and issuance of National Identity Cards (NID).

**Admin Team (South Africa)**

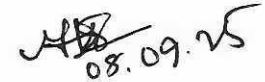
Sl.	Name and Designation	Office Address	Group Designation	Passport Number	Duration of Stay
1.	Mr. Mohammad Azizur Rahman Siddiqui Project Director	IDEA Project (Phase-2) Election Commission Secretariat, Dhaka	Team Leader	<b>E00141862</b>	20-23 October 2025, total 4 days
2.	Mr. Mahmudul Hasan Talukder Deputy Project Director (Admin)	IDEA Project (Phase-2) Election Commission Secretariat, Dhaka	Inspection Officer	<b>E00142636</b>	

02. The following terms and conditions shall apply:

- The employees will stay in South Africa for the approved period mentioned above, excluding travel time, or for any nearby dates as required.
- The dates and duration of these teams' stay in South Africa may be subject to change due to factors such as visa processing, equipment shipment, network setup, public IP allocation, and other logistical considerations.
- The employees will depart from Dhaka on 18 October 2025 or on a nearby date and will return on 25 October 2025 or on a date nearby.
- The entire period of this tour and time spent for traveling and transit will be treated as on duty.
- The employees will draw their pay and allowances in local currency only.
- All expenses regarding this visit will be borne by IDEA Project (Phase-2), Election Commission Secretariat.
- This is an official visit.

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

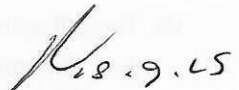
Sincerely

  
08.09.25

(M. Mazharul Islam)  
Deputy Secretary (HRDW)  
Election Commission Secretariat  
Phone: +00-02-55007549  
Mobile: +8801712687090

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 Chief Adviser, Chief Adviser's Office, Tejgaon, Dhaka.
02. Foreign Secretary, Ministry of Foreign Affairs, Segunbagicha, Dhaka.
03. Secretary, Public Security Division/Security Services Division, Ministry of Home Affairs, Bangladesh Secretariat, Dhaka.
04. H.E. High Commissioner, Bangladesh High Commission, 410 Farenden Street, Sunnyside – Pretoria, Republic of South Africa.
05. Chairman, Civil Aviation Authority of Bangladesh, Kurmitola, Dhaka.
06. Director General, Department of Immigration and Passports, Dhaka.
07. Director General, National Identity Registration Wing, Election Commission Secretariat, Dhaka.
08. Joint Secretary (All), Election Commission Secretariat, Dhaka.
09. Project Director (PD), IDEA Project (Phase-II)
10. Director General, Electoral Institute, Dhaka.
11. System Manager (All) Election Commission Secretariat, Dhaka (with request to publish this government order in Election Commission Secretariat website and update PDS).
12. Regional Election Officer (All),.....Region, Election Commission Secretariat, Dhaka.
13. Deputy Secretary (All)/Director (All)/Deputy Chief, Election Commission Secretariat, Dhaka.
14. Director, Hazrat Shahjalal International Airport, Dhaka. (Attention: Chief Security Officer).
15. Private Secretary to the Hon'ble Chief Election Commissioner (For kind information of the Chief Election Commissioner).
- 16-19. Private Secretary to the Hon'ble Election Commissioners (For kind information of the Election Commissioners).
20. Private Secretary to the Hon'ble Senior Secretary, Election Commission Secretariat, Dhaka (For kind information of the Senior Secretary).
21. Personal Officer to the Hon'ble Additional Secretary, Election Commission Secretariat, Dhaka (For kind information of the Additional Secretary).
22. Office copy.

  
Syed Golam Rashed  
Assistant Secretary