



বাংলাদেশ নির্বাচন কমিশন  
নির্বাচন কমিশন সচিবালয়

No.17.00.0000.018.24.002.19-304

Date: 20 August 2025

To

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

**Subject: Visit to Indonesia.**

Dear Sir,

The undersigned is directed to convey the approval favoring the following employees of Bangladesh Election Commission for their visit to Indonesia to participate in the training program entitled 'ArcGIS Pro: Basic to Advanced –A GIS Specialization Course'. This training program, organized by Center for Environmental and Geographic Information Services (CEGIS), will be held from 1 September to 5 September 2025 in Bali, Indonesia under the contract agreement between Election Commission Secretariat, Dhaka, and CEGIS, Dhaka, for procurement of a GIS-based Constituency Boundary Delimitation Tool.

Sl.	Name and Designation	Office Address	Passport Number	Duration of Stay
1.	Mr. Md. Rafiqul Hoque System Manager - Team Leader	ICT wing, Election Commission Secretariat	E00178257	1-5 September 2025, total 5 days
2.	Mr. Mamunur Hossen System Analyst (DM)	ICT wing, Election Commission Secretariat	E00266927	
3.	Mr. Md. Mizanur Rahman Khan System Analyst (IS)	ICT wing, Election Commission Secretariat	E00122863	
4.	Mr. Md. Serajul Islam Programmer (GIS)	ICT wing, Election Commission Secretariat	E00122858	
5.	Mr. Md Abul Khaer Rony Programmer (DM)	ICT wing, Election Commission Secretariat	E00155131	
6.	Mr. Abu Naser Md Manchor Hallaz Assistant Programmer	ICT wing, Election Commission Secretariat	E00151783	
7.	Mr. Mohammad Delwar Hossain Senior Assistant Secretary	Election Support-1, Election Commission Secretariat	-	

02. The following terms and conditions shall apply:

- The employees will stay in Indonesia for the approved period mentioned above, excluding travel time, or for any nearby dates as required.
- They will depart from Dhaka on 31 August 2025 or on a nearby date and will return on 6 September 2025 or on a nearby date.
- 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 Center for Environmental and Geographic Information Services (CEGIS), Dhaka.
- This is an official visit.

অফিসের ঠিকানা :

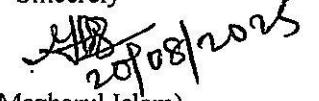
নির্বাচন ভবন, প্লট নং-ই-১৪/জেড, আগারগাঁও, ঢাকা-১২০৭

যোগাযোগ :

ফোন : +৮৮০-০২-৫৫০০৭৬০০ ফ্যাক্স : +৮৮০-০২-৫৫০০৭৫১৫

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

Sincerely



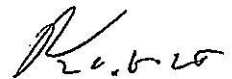
(M. Mazharul Islam)  
Deputy Secretary (HRDW)  
Election Commission Secretariat  
Phone: +88-02-55007549  
Mobile: +8801712687090

No.17.00.0000.018.24.002.19-304

Date: 20 August 2025

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. Ambassador, Embassy of the Republic of Indonesia, Road No. 53, Plot No. 14, Gulshan-2, Dhaka, Bangladesh.
05. H.E. Ambassador, The Embassy of Bangladesh, Jl. Jaya Mandala Raya No.93 Menteng Dalam, Tebet, Jakarta Selatan 12780.
06. Chairman, Civil Aviation Authority of Bangladesh, Kurmitola, Dhaka.
07. Director General, Department of Immigration and Passports, Dhaka.
08. Director General. 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, Electoral Institute, Dhaka.
12. System Manager (All) Election Commission Secretariat, Dhaka (with request to publish this government order in Election Commission Secretariat website and update PDS).
13. Regional Election Officer (All),.....Region, Election Commission Secretariat, Dhaka.
14. Deputy Secretary (All)/Director (All)/Deputy Chief, Election Commission Secretariat, Dhaka.
15. Director, Hazrat Shahjalal International Airport, Dhaka. (Attention: Chief Security Officer).
16. Private Secretary to the Hon'ble Chief Election Commissioner (For kind information of the Chief Election Commissioner).
- 17-20. Private Secretary to the Hon'ble Election Commissioners (For kind information of the Election Commissioners).
21. Private Secretary to the Senior Secretary, Election Commission Secretariat, Dhaka (For kind information of the Senior Secretary).
22. Personal Officer to the Additional Secretary, Election Commission Secretariat, Dhaka (For kind information of the Additional Secretary).
23. Office copy.



Syed Golam Rashed  
Assistant Secretary  
Election Commission Secretariat