



বাংলাদেশ নির্বাচন কমিশন
নির্বাচন কমিশন সচিবালয়

No.17.00.0000.018.24.002.19- 59

Date: 05 February 2025

To

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

Subject: Visit to Canada.

Dear Sir,

The undersigned is directed to convey the approval of Bangladesh Election Commission to the following officers/staff to visit Canada for conducting voter registration and issuing National Identity Card to the expatriate Bangladeshi citizens through the Bangladesh High Commission in Canada. The team will stay there from 07 April 2025 to 21 April 2025 or 15 (fifteen) days from the date of commencement of leave under following terms and conditions:

Technical Team-01 (Ottawa)

| Sl. | Name and Designation | Office Address | Group Designation |
|-----|--|--|---------------------|
| 1 | Mohammad Manir Hossain Deputy Secretary Election Operations-2 Branch | Election Commission Secretariat | Team Leader |
| 2 | Mamunur Hossen System Analyst | Election Commission Secretariat | Training Officer |
| 3 | Md. Salim Ul Alam Programmer | National Identity Registration Wing Election Commission Secretariat | Technical Officer |
| 4 | Md. Shums Sumon Assistant Maintenance Engineer | IDEA Project (2nd Phase) Election Commission Secretariat | Technical Officer |
| 5 | Kazi Mohammad Majedul Haque Data Entry Operator | National Identity Registration Wing Election Commission Secretariat | Data Entry Operator |
| 6 | Md. Al-Amin Office Assistant cum Computer Typist | Election Commission Secretariat | Data Entry Operator |

Technical Team-02 (Toronto)

| Sl. | Name and Designation | Office Address | Group Designation |
|-----|---|--|---------------------|
| 1 | Mohammad Fazlur Rahman District Election Officer | Senior District Election Office, Dhaka | Training Officer |
| 2 | Mohammed Shohag Maintenance Engineer | National Identity Registration Wing Election Commission Secretariat | Technical Officer |
| 3 | Hasina Begum Assistant Programmer | IDEA Project (2nd Phase) Election Commission Secretariat | Technical Officer |
| 4 | Sahabuddin Haq Office Assistant cum Computer Typist | National Identity Registration Wing Election Commission Secretariat | Data Entry Operator |
| 5 | Md. Emdadul Hossain Data Entry Operator | IDEA Project (2nd Phase) Election Commission Secretariat | Data Entry Operator |

Note that the team leader of technical team-01 Mr. Mohammad Manir Hossain will also act as a team leader of technical team-02.

02. The terms and conditions are mentioned below:

- a. The officers/staff will leave Dhaka on 05 April 2025 or on an approximate date and return to Dhaka on 23 April 2025 or an approximate date.

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

- b. The period of this tour and time spent for travel and transit will be treated as on duty.
- c. They will draw their usual pay and allowances in local currency and no part of it should be drawn in foreign currency.
- d. All expenses regarding this visit will be borne by IDEA Project (Phase-2), Election Commission Secretariat.
- e. This is an official visit.

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

Sincerely

AB
05/02/25

(M. Mazharul Islam)
Deputy Secretary (HRDW)
Election Commission Secretariat
Phone: +00-02-55007549
Mobile: +8801712687090
email: ds.hrdw.bec@gmail.com

No.17.00.0000.018.24.002.19- 59

Date: 05 February 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. High Commissioner, High Commission for the People's Republic of Bangladesh, 350 Sparks Street, Suite # 1100, Ottawa, ON K1R 7S8, Canada.
05. H.E. High Commissioner, High Commission of Canada in Bangladesh, United Nations Road, Baridhara, Dhaka.
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 Secretary, Election Commission Secretariat, Dhaka (For kind information of the Secretary).
22. Personal Officer to the Additional Secretary, Election Commission Secretariat, Dhaka (For kind information of the Additional Secretary).
23. Office copy.

S.G.R.
05.2.25
Syed Golam Rashed
Assistant Secretary
Election Commission Secretariat