



Government of The People's Republic of Bangladesh  
Ministry of Labour and Employment  
Department of Inspection for Factories and  
Establishments  
IA under ADWIB  
Sromo Bhaban, 196 Shahid Syed Nazrul Islam  
Avenue, Bijaynagar, Dhaka-1000.  
www.dife.gov.bd

**Number:** 40.01.0000.000.106.07.0001.24.38

**Date:** 12 Aug 2025

**Subject: Request of Expression of Interest for individual Consultant.**

IA under ADWIB Programme of DIFE intends to Hiring a consultant for the development and Finalization of Guidelines for Accident Reporting starting from September 2025 using its IA fund.

**Hiring a consultant:** to prepare Activity 1: Development of Accident Reporting Guidelines- Mapping of Laws and Regulations, Guidance Document Creation and Activity 2: Development of Injury and Disease Reporting Guidelines-Review of Laws and Regulations, Guidance Document Creation and Stakeholders' engagement. The position requires at least 10 years of relevant experience and will be appointed for 5 months.

The detailed ToR for the above position can be found at <http://www.dife.gov.bd> The ToR also sets out application requirements and procedure. Last date of EOI submission is 08 September 2025.

The Consultants will be selected in accordance with the Selection of Consultants based on Quality & Cost Based (QCBS) method set out in the Public Procurement Rules, 2008 through using IA Fund.

Applications should be submitted to the following address: Inspector General, Department of Inspection for Factories & Establishments (DIFE), Shromo Bhaban, 196, Shaheed Seyad Nazrul Islam Sarani, Bijoy Nagar, Dhaka (Attachment: [Advertisement for Health section\\_IA\\_07 August 2025.pdf](#), ).

Attachment: ১ প্রস্থ সংযুক্ত।

12-08-2025

Omar Md. Imrul Mohsin  
Inspector General (Additional Secretary)  
8802226664202 (Phone)  
8802226664203 (Fax)  
ig@dife.gov.bd

**Distribution (Not in the order of seniority):**

1. Sr. Programme Officer (Occupational Health & Industrial Safety), ILO Dhaka, Labour Administration

and Working Conditions (LAWC), Agargaon, Dhaka (for making necessary arrangements to publish the consultant recruitment advertisement on the ILO website).;

2. Assistant Inspector General (General), ICT Cell, DIFE, Dhaka (with request to publish the recruitment notice on the website of the department) and

3. Advertisement Manager, -----, Dhaka (request publish internal page on your newspaper), .

**Copy for Kind Information: (Not in the order of seniority):**

1. Additional Inspector General ( Joint Secretary), Office of Additional Inspector General, DIFE;

2. Joint Inspector General, General Wing, DIFE;

3. Assistant Inspector General (Staff Officer to IG), Office of the Inspector General, DIFE and

4. Admin and Finance Officer, International Organization Section, DIFE.

