

No: 14.35.0000.020.08.036.17/226

Date: 26-October-2017

**Office Order**


**Subject: Permission of Ex-Bangladesh Leave.**

Management of Teletalk Bangladesh Limited has granted the ex-Bangladesh leave of Mr. Mohammad Jashim Uddin, Manager, IT & Billing, Teletalk Bangladesh Limited to visit Thailand from November 14, 2017 to November 23, 2017 for 10 (Ten) days or from the date of availing the leave under following conditions:

1. All cost of the journey will be borne by Mr. Mohammad Jashim Uddin.
2. Over stay will be treated as misconduct.
3. 10 (Ten) days leave will be adjusted from his annual leave.

Mr. Mohammad Jashim Uddin will be released from her post on local arrangement and will join her post after the leave and must report to Admin department of TBL through proper channel. She will also submit photocopy of relevant pages (with arrival & departure seal) of her passport to this office.

This letter has been issued with the approval of Managing Director, Teletalk Bangladesh Limited.

  
(Kazi Fazlul Haque)  
General Manager (Admin)

**For kind information & necessary action:**

1. Chairman, TBL & Secretary, PTD, MOPTIT (Attn: CS of TBL).
2. Director General, Passport & Immigration, Agargaon, Dhaka.
3. Director, Hazrat Shahajalal International Airport, Dhaka.
4. Officer in Charge (Immigration), Hazrat Shahajalal International Airport Dhaka.
5. Controller of Foreign Exchange Bangladesh Bank, Dhaka.
6. Managing Director, TBL.
7. General Manager, IT & Billing, TBL. He is requested to take necessary steps to update the concern information in TBL website.
8. Company Secretary, TBL
9. Mr. Mohammad Jashim Uddin, Manager, IT & Billing, TBL.
10. Personal file.
11. Office Copy.