

No: 14.35.0000.020.31.082.18/15

Date: 13-November-2018

Office Order

Subject: **Foreign training on CS Core Network under Package-2 of Modernization & Expansion Project (M&E Project) of Teletalk Bangladesh Limited (TBL).**

Management of Teletalk Bangladesh Limited (TBL) is pleased to nominate the following officials to visit Poland for 08 (eight) days from December 17, 2018 to December 24, 2018 (excluding travel time) to attend foreign training on CS Core Network under Package-2 of Modernization & Expansion Project (M&E Project) of Teletalk Bangladesh Limited (TBL).

SL.No	Name	Designation	Department
1	Mr. Sanjoy Kumar Das	Assistant Manager	System Operation
2	Mr. Muhammad Manir Uddin	Assistant Manager	M & E Project
3	Mr. Md. Mahbub Rahman	Assistant Manager	System Operation
4	Mr. Muhammed Shafkath Hossain	Senior Executive	Corporate Strategy

The journey of the officials will be subject to the following conditions: -

1. All cost will be borne by Nokia Solutions and Networks Bangladesh Limited as per contract signed with Nokia.
2. The entire visit including travel time will be treated as on duty.
3. Any over stay will be treated as misconduct.
4. They will draw their pay and allowances in local currency.

The officers will be released from their posts under local arrangement and will join their respective posts after returning back to Bangladesh, with report to Admin department of TBL through proper channel. Also photocopies of relevant pages (with arrival & departure seals) of their passports and a report (enclosed herewith) including a single set of training material will have to be submitted to Admin department immediately after returning from the training.

This letter is issued with the approval of Managing Director, Teletalk Bangladesh Ltd.

(Md. Rezaul Kabir)

General Manager (Admin)

*Distribution: (Not according to seniority)*

1. Chairman, TBL & Secretary, PTD, MOPTIT (Attn: Company Secretary, TBL).
2. Managing Director, TBL.
3. Director General, Passport and Immigration, Agargaon, Dhaka.
4. Director, Hazrat Shahajalal International Airport, Dhaka.
5. Concerned General Managers, TBL.
6. General Manager, IT & Billing, TBL. (With request to take necessary steps to update the concerned information in TBL website).
7. Company Secretary, TBL.
8. Officer in Charge (Immigration), Hazrat Shahajalal International Airport, Dhaka.
9. Controller of Foreign Exchange, Bangladesh Bank, Dhaka.
10. Concerned officials, Teletalk Bangladesh Limited.
11. Sazzadur Rahman, Project Manager, Modernization & Expansion of Teletalk's 2G/3G Network up to Rural Areas (Package-2), Nokia Solutions and Networks Bangladesh Limited.
12. Personal File.
13. Office Copy.