

No14.35.0000.020.08.066.22/20

Date: 02 October, 2022

Office Order

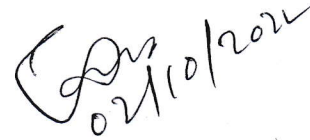
Subject: Permission of Ex-Bangladesh Leave.

Mrs. Farhana Afreen (Employee ID-1110519 & valid passport no-EE0696652), Deputy Manager of Planning & Implementation Department has been granted annual leave (Ex-Bangladesh) to go to India as an attendant for the purpose of her father-in-law's treatment for a period of 10 (ten) days from 10 October, 2022 to 19 October, 2022 or from the date of availing the leave under following conditions:

1. All cost of the journey will be borne by herself.
2. Any overstay in abroad will be treated as misconduct.
3. She will draw her usual pay and allowances from TBL in local currency.
4. 10 (ten) days leave will be adjusted from her accumulated annual leave.
5. Casual leave or weekly holidays cannot be added with the annual leave.

Mrs. Farhana Afreen will be released from her post on local arrangement. She will join her own post after availing the leave and report to the Admin Department of TBL along with the photocopy of relevant pages (with arrival & departure seal) of her passport to this office.

This office order is issued with the approval of the Managing Director, Teletalk Bangladesh Limited.



02/10/2022

(Ahammed Ullah)
General Manager (Admin)
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Tel: +0248812380

For kind information & necessary action; (Not according to seniority):

1. Chairman, TBL & Secretary, PTD, MOPTIT (Attn: Company Secretary, Teletalk Bangladesh Limited).
2. Director General, Passport & Immigration, Agargaon, Dhaka.
3. Director, Hazrat Shahjalal International Airport, Dhaka.
4. Controller of Foreign Currency, Bangladesh Bank, Head Office, Dhaka.
5. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.
6. General Manager, Finance & Accounts, TBL.
7. General Manager, Planning & Implementation, TBL.
8. PS to Managing Director, TBL.
9. Mrs. Farhana Afreen, Deputy Manager, Planning & Implementation, TBL.
10. Personal file.
11. Office Copy