

No14.35.0000.020.08.066.22/21

Date: 02 October, 2022

## Office Order

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

Mr. Syed Moshir Rahman (Employee ID-1210310 & valid passport no-EF0302379), Assistant Manager of System Operations (Dhaka) Department has been granted annual leave (Ex-Bangladesh) to go to Saudi Arabia for the purpose of performing Umrah Hajj for a period of 16 (Sixteen) days from 12 October, 2022 to 27 October, 2022 or from the date of availing the leave under following conditions:

1. All cost of the journey will be borne by himself.
2. Any overstay in abroad will be treated as misconduct.
3. He will draw his usual pay and allowances from TBL in local currency.
4. 16 (Sixteen) days leave will be adjusted from his accumulated annual leave.
5. Casual leave or weekly holidays cannot be added with the annual leave.

Mr. Syed Moshir Rahman will be released from his post on local arrangement. He will join his 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 his passport to this office.

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

  
(Ahammed Ullah)  
General Manager (Admin)  
e-mail: ahammed.ullah@teletalk.com.bd  
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, System Operations (Dhaka) Department, TBL.
8. PS to Managing Director, TBL (For kind information, Managing Director, TBL).
9. Mr. Syed Moshir Rahman, Assistant Manager, System Operations (Dhaka) Department, TBL.
10. Personal file.
11. Office Copy