

No: 14.35.0000.020.31.082.18/13

Date: 08-October-2018

Office Order

Subject: Foreign training on Transmission Network under Package-3.

Management of Teletalk Bangladesh Limited (TBL) is pleased to nominate the following official to visit Italy for 08 (eight) days from November 19, 2018 to November 26, 2018 (excluding travel time) to attend foreign training on Transmission Network under Package-3.

SL.No	Name	Designation	Department
01.	Mr. Md. Ahsan Habib	Senior Executive	M & E Project

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

1. All cost will be borne by Alcatel-Lucent International as per contract signed with Alcatel-Lucent.
2. The entire visit including travel time will be treated as on duty.
3. Any over stay will be treated as misconduct.
4. He will draw his pay and allowances in local currency.

The officer will be released from his post under local arrangement and will join his respective post 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 his passport 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.


(Kazi Fazlul Haque) 8-10-18

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. Md. Zahid Hossain Zuberi, Project Manager, Modernization & Expansion of Teletalk's 2G/3G Network up to Rural Areas (Package-3), Alcatel-Lucent International Bangladesh Branch.
12. Personal File.
13. Office Copy.