

No: 14.35.0000.020.31.089.16.36**Date: 02 April, 2017****Office Order****Subject: Visit to Sri Lanka and India to attend the Meeting & Study Tour on "National Integrated P2G Payment Platform".***Ref.: Letter no. of Prime Minister's office: 03.801.007.00.00.007.2017-872(18); Date: 29 March 2017.*

Pursuant to the above mentioned letter, management of Teletalk is pleased to allow the following officials to visit Sri Lanka and India from 05/04/2017 to 10/04/2017 (excluding journey time) to attend the Meeting & Study Tour on "National Integrated P2G Payment Platform".

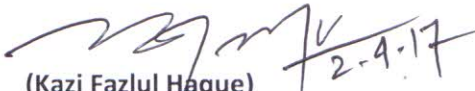
SL.No	Name & Designation
01.	Mr. Md. Habibur Rahman, General Manager, Marketing & VAS
02.	Mr. Md. Anwar Hossain, General Manager, IT & Billing
03.	Mr. Shakil Ahmed, Deputy General Manager, Marketing & VAS

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

1. All cost will be borne by Teletalk Bangladesh Limited.
2. The entire visit including travel time will be treated as on duty.
3. They will draw their pay and allowances in local currency.

Mr. Md. Habibur Rahman, General Manager (Marketing & VAS) and Mr. Md. Anwar Hossain, General Manager (IT & Billing) will be released from their posts by handing over their charges to Mr. Md. Shahab Uddin, General Manager (Sales & Distribution and CRM) and Mr. Md. Shah Alam, General Manager (Planning & Implementation) respectively and Mr. Shakil Ahmed, Deputy General Manager (Marketing & VAS) will be released from his post under local arrangement. They will join their posts after returning back to Bangladesh & report to Admin department.

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


(Kazi Fazlul Haque)
General Manager (Admin)
2-4-17

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. Personal File.
12. Office Record.