

No: 14.35.0000.020.31.082.18/112

Date: 17 February 2020

Office Order

Subject: ITEC training Programme on "Telecom Management".

Ref.: MoPT&IT letter no.: 14.00.0000.001.25.002.19.163, date: 16/02/2020.

Pursuant to the above mentioned letter, the management of Teletalk is pleased to allow the following officials to visit Mumbai, India from 24/02/2020 to 17/04/2020 (excluding journey time) to attend foreign training on "Telecom Management".

SL.No	Name	Designation	Department
01.	Mr. Md. Hasnain Chowdhury	Assistant Manager	Sales & Distribution and CRM
02.	Mr. Md. Hasan Shahriar	Senior Executive	Sales & Distribution and CRM

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

1. The period of deputation including the transit will be treated as on duty;
2. They will draw their usual pay and allowances from Bangladesh in local currency;
3. All expenses regarding this tour will be borne by the Government of India under ITEC Programme.
4. On return from abroad, they will report to their present place of posting & submit a report to this Division within 15 days through proper channel.

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


(Targhibul Islam)

Deputy General Manager (Admin)

Distribution: (Not according to seniority)

1. Chairman, TBL & Secretary, PTD, MOPTIT (Attn: Company Secretary, TBL).
2. Director General (Consular & Welfare) Ministry of Foreign Affairs, Dhaka.
3. Managing Director, TBL.
4. Director General, Passport and Immigration, Agargaon, Dhaka.
5. Director, Hazrat Shahajalal International Airport, Dhaka.
6. Concerned General Managers, TBL.
7. General Manager, IT & Billing, TBL. (With request to take necessary steps to update the concerned information in TBL website).
8. Company Secretary, TBL.
9. Officer in Charge (Immigration), Hazrat Shahajalal International Airport, Dhaka.
10. Controller of Foreign Exchange, Bangladesh Bank, Dhaka.
11. Concerned officials, Teletalk Bangladesh Limited.
12. Md. Aminul Haque, Deputy Secretary, Posts & Telecommunications Division.
13. Personal File.
14. Office Copy.