

No14.35.0000.020.08.092.18/134

Date: 07 January, 2020

Office Order

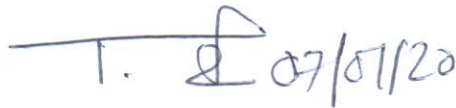
Subject: Permission of Ex-Bangladesh Leave

Management of Teletalk Bangladesh Limited (TBL) has granted Ex-Bangladesh leave of **Mr. Md. Humayun Kabir**, Deputy Manager, System Operations (Dhaka) department of TBL to visit **India** for treatment purpose for **07 (Seven) days** from **08 January, 2020 to 14 January, 2020** or from the date of availing the leave under following conditions:

1. All cost of the journey will be borne by Mr. Md. Humayun Kabir.
2. Over stay in abroad will be treated as misconduct.
3. He will draw his usual pay and allowances from TBL in local currency.
4. 07 (Seven) days leave will be adjusted from his annual leave.
5. Casual leave or weekly holidays cannot be consumed with the annual leave.

Mr. Md. Humayun Kabir will be released from his post on local arrangement and his responsibilities handing over by internal principles of System Operations (Dhaka). He will join his own post after availing the leave and must report to admin department of TBL. He will also submit photocopy of relevant pages (with arrival & departure seal) of his passport to this office.

This letter has been issued with the approval of Managing Director, TBL.

 T. Islam 07/01/20

(Targhibul Islam)

Deputy General Manager (Admin)

For kind information & necessary action:

1. Chairman, TBL & Secretary, PTD, MOPTIT (Attn: CS of TBL).
2. Director General, Passport & Immigration, Agargaon, Dhaka.
3. Director, Hazrat Shahajalal International Airport, Dhaka.
4. Controller of Foreign Currency, Bangladesh Bank, Head Office, Dhaka.
5. Immigration Officer, Hazrat Shahajalal International Airport, Dhaka.
6. Managing Director, TBL.
7. General Manager, System Operations (Dhaka), TBL
8. General Manager, IT & Billing, TBL. He is requested to take necessary steps to upload the Office Order in TBL website.
9. Company Secretary, TBL.
10. Mr. Md. Humayun Kabir, Deputy Manager, System Operations (Dhaka), TBL,
11. Personal file.
12. Office Copy.