

No: 14.35.0000.020.50.359.15.139

Date: 15-February-2017

**Office Order**

**Subject: Visit to New Delhi, India to attend TEPC India Telecom: An Exclusive International Business Expo".**

**Ref.: MoPTIT letter no.: 14.00.0000.001.25.028.16.175, date: 14/02/2017.**

Pursuant to the above mentioned letter, management of Teletalk is pleased to nominate Mr. Md. Shahab Uddin, General Manager, S&D and CRM to visit New Delhi, India from February 20, 2017 to February 22, 2017 or nearest possible time (excluding journey time) to attend TEPC India Telecom: An Exclusive International Business Expo".

The journey of the official 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. Any overstay will be treated as misconduct.
4. He will draw his pay and allowances in local currency; no part of it will be drawn in foreign currency.

Mr. Md. Shahab Uddin, Project Director M&E Project & General Manager (S&D and CRM) will be released from his posts by handing over his charges to Mr. Md. Rezaul Kabir, Deputy Project Director and Mr. Md. Habibur Rahman, General Manager, Marketing & VAS respectively. He will join his own posts after returning back to Bangladesh.

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

  
(Kazi Fazlul Haque)  
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. Fazlul Karim, Deputy Secretary (Admin), Posts & Telecommunications Division.
12. Personal File.
13. Office Record.