



Teletalk Bangladesh Limited

(A State-Owned Mobile Network Operator)

House No-3/A, 5/A, 7/A, Road No-17

Rajuk Commercial Complex, Gulshan, Dhaka

www.teletalk.com.bd



Seek  
Attention  
Limited

Record Number: 14.35.0000.020.08.001.20.278

Date: 2/3/2023

**Subject: Permission for availing Annual Leave (Ex-Bangladesh)**

Mr. Mohammad Sayadul Hoque (Employee ID-1210202 & valid passport no-A05754759), Manager of System Operations (Chattogram) has been granted annual leave (Ex-Bangladesh) to travel to Saudi Arabia for the purpose of performing Umrah Hajj for the period of 21 (twenty one) days from 20 March 2023 to 09 April 2023 or from the date of availing the leave under following conditions:

1. All costs of the journey will be borne by himself.
2. Any overstay abroad will be treated as misconduct.
3. He will draw his usual pay and allowances from TBL in local currency.
4. Leave of 21 (twenty one) days will be adjusted from his accumulated annual leave.
5. Casual leave or weekly holidays cannot be consumed with annual leave.

Mr. Mohammad Sayadul Hoque will be released from his post after handing over the charge to Mr. Mir Mosarraf Hossain, Manager of the System Operations (Chattogram) Department. He will join his own post after availing the leave and will report to Admin Department of TBL along with the photocopy of relevant pages (with arrival & departure seal) of his passport.

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

14-3-2023

Ahammed Ullah

General Manager (Admin)

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Email:  
ahammed.ullah@teletalk.com.bd

Record Number:

Date: 2/3/2023

14.35.0000.020.08.001.20.278/1(12)

Copy for Kind Information and Necessary Action,

- 1) Chairman, TBL & Secretary, PTD, MOPTIT (Attn: Company Secretary, Teletalk Bangladesh Limited).
- 2) Director General, Passport & Immigration, Agargaon, Dhaka.
- 3) Director, Hazrat Shahjalal International Airport, Dhaka.
- 4) Controller of Foreign Currency, Bangladesh Bank, Head Office, Dhaka.
- 5) Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.
- 6) General Manager (Finance and Accounts), Teletalk Bangladesh Limited
- 7) General Manager (System Operation, CTG), Teletalk Bangladesh Limited
- 8) PS to Managing Director, Office of the Managing Director, Teletalk Bangladesh Limited (For kind information, Managing Director, TBL).
- 9) Mr. Mohammad Sayadul Hoque, Manager, Teletalk Bangladesh Limited
- 10) Mr. Mir Mosarraf Hossain, Manager, Teletalk Bangladesh Limited
- 11) personal copy
- 12) Office Copy



14-3-2023

Md. Kamruzzaman  
Dy General Manager  
(Admin)