



Teletalk Bangladesh Limited

(A State-Owned Mobile Network Operator)

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

Rajuk Commercial Complex, Gulshan-1, Dhaka-1212

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 of Annual Leave (Ex-Bangladesh)**  
Mrs. Elora Nahid (Employee ID-1110373 & valid passport no-A01894740), Manager of System Operations (Dhaka) Department has been granted annual leave (Ex-Bangladesh) to travel to Saudi Arabia for the purpose of performing Umrah Hajj for a period of 20 (twenty) days from 21 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 herself.
2. Any overstay abroad will be treated as misconduct.
3. She will draw her usual pay and allowances from TBL in local currency.
4. Leave of 20 (twenty) days will be adjusted from her accumulated annual leave.
5. Casual leave or weekly holidays cannot be added to the annual leave.

Mrs. Elora Nahid will be released from her post after handing over the charge to Mr. Md. Towhidul Islam, Manager of the System Operations (Dhaka) Department. She will join her own post after availing of the leave and report to the Admin Department of TBL along with the photocopy of relevant pages (with arrival & departure seal) of her passport.

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

14-03-2023

Ahammed Ullah

General Manager (Admin)

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Email:

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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, System Operation (Dhaka), Teletalk Bangladesh Limited
- 7) General Manager (Finance and Accounts), Teletalk Bangladesh Limited
- 8) PS to Managing Director, Office of the Managing Director, Teletalk Bangladesh Limited (For kind information, Managing Director, TBL).
- 9) Mrs. Elora Nahid, Manager, Teletalk Bangladesh Limited
- 10) Md. Towhidul Islam, Manager, Teletalk Bangladesh Limited
- 11) personal copy
- 12) Office Copy



14-03-2023

Ahammed Ullah  
General Manager (Admin)