



Teletalk Bangladesh Limited
A State-owned Mobile Network Operator
Admin Department
Rajuk Commercial Complex, Gulshan-1,
Dhaka.
www.teletalk.com.bd



Record Number: 14.35.0000.000.020.25.0021.25.228

Date: 27/02/2025

Office Order

As per Government Order Number- 14.00.0000.001.25.006.17.79, Date: 09.02.2025, the following officials of Teletalk Bangladesh Ltd. will participate in “Mobile World Congress-2025”, Barcelona, Spain commenced from 03 March 2025 to 06 March 2025 (excluding travel time).

Sl. No.	Name & Designation	Department	Contact No. & E-mail Address
1	Mr. Nurul Mabud Chowdhury Managing Director (On Deputation) Passport No. E00053786	Teletalk Bangladesh Limited	Mobile: 01550155023 Email: md@teletalk.com.bd
2	Ms. Shirin Akther Additional General Manager (On Deputation) Passport No. E00163414	Company Secretariat	Mobile: 01550155047 Email: shirin.akther@teletalk.com.bd

The Terms and Conditions are mentioned below:

- The period of attending the program including the transit will be treated as on duty;
- They will draw their usual pay and allowances from Bangladesh in local Currency;
- All the expenses regarding this tour will be borne by Huawei Technologies (Bangladesh) Limited and there will be no financial involvement of Teletalk Bangladesh Limited;
- They must return to the country within the stipulated time limit and join their office;
- On return from abroad they will submit a report as per govt prescribed form to Admin Department within 15 Days.

2. Mr. Nurul Mabud Chowdhury, Managing Director will be released after handing over his responsibility of Managing Director to Mr. Md. Nizam Uddin, General Manager, Finance & Accounts Department. Mr. Md. Nizam Uddin will look after the routine responsibilities of Managing Director in addition to his main and additional responsibilities.

3. Ms. Shirin Akther, Additional General Manager will be released after handing over her responsibility of Company Secretary to Mr. Muhammad Monsur Rahman, Additional General Manager, IT & Billing Department and also after relinquishing her additional responsibility of Additional General Manager, Admin Department. Mr. Muhammad Monsur Rahman, Additional General Manager will look after the responsibility of Company Secretary in addition to his main and additional responsibilities.

4. A charge hand over & take over report should send to all concerns of Teletalk.

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



27-02-2025

Ahammed Ullah

General Manager (Admin)

ahammed.ullah@teletalk.com.bd

Record Number: 14.35.0000.000.020.25.0021.25.228/1 (13)

Date: 27/02/2025

Copy for Kind Information and Necessary Action (Not in the order of seniority):

1. Secretary, Office of Secretary , Post & Telecommunications Division and Chairman, Board of Directors, Teletalk Bangladesh Limited.;
2. Managing Director, Office of the Managing Director, Teletalk Bangladesh Limited;
3. General Manager (Finance and Accounts), Office of the Finance & Accounts, Teletalk Bangladesh Limited;
4. Concerned Head of the Department and Project Director, Teletalk Bangladesh Limited;
5. Additional General Manager, Office of the Company Secretariat, Teletalk Bangladesh Limited;
6. Additional General Manager (IT & Billing), Office of IT & Billing, Teletalk Bangladesh Limited;
7. Controller of Foreign Currency, Bangladesh Bank, Head Office, Dhaka;
8. Chief Accounts & Finance Officer, T&T, Segunbagicha, Dhaka;
9. Guo Yu (Gac), Account Director of PTD Account, Huawei Technologies (Bangladesh) Limited;
10. Private Secretary (Additional Responsibility), Office of the Managing Director, Teletalk Bangladesh Limited;
11. Immigration Officer, Hazrat Shah Jalal International Airport, Dhaka.;
12. ., Personal File and
13. ., Office Copy.



27-02-2025

Md. Humayun Kabir

Dy. General Manager (Admin)