

No: 14.35.0000.020.31.082.18.104

Date: 13<sup>th</sup> January, 2020

**Office Order**

**Subject: Invitation to Attend Mobile World Congress 2020 in Barcelona.**

**Ref.: HUAWEI letter no.: 2020MA/Teletalk/001, date: January 02, 2020.**

Pursuant to the above mentioned letter, the management of Teletalk is pleased to nominate the following officials to visit Barcelona from February 24, 2020 to February 27, 2020 (excluding travel time) to attend Mobile World Congress 2020.

SL.No	Name	Designation	Department
01.	Mr. Md. Anwar Hossain	General Manager	Planning & Implementation
02.	Mr. Kazi Fazlul Haque	General Manager	Finance & Accounts
03.	Mr. Mamun-Ur-Rashid	Manager	System Operations

The journey of the officials will be subject to the following conditions:-

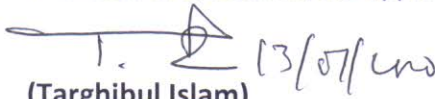
1. All cost will be borne by Huawei Technologies Ltd.
2. The entire visit including travel time will be treated as on duty.
3. Any overstay will be treated as misconduct.
4. They will draw their pay and allowances in local currency; no part of it will be drawn in foreign currency.

Mr. Md. Anwar Hossain, General Manager (Planning & Implementation & Project Director of Hard-to-reach) will be released from his posts by handing over his charges to Mr. Md. Rezaul Kabir, General Manager (System Operations, Dhaka).

Mr. Kazi Fazlul Haque, General Manager (Finance & Accounts) will be released from his post by handing over his charge to Mr. Provash Chandra Roy, General Manager (Marketing & Sales).

Mr. Mamun-Ur-Rashid, Manager (System Operations) will be released from his post under local arrangement and will join his respective post after coming back to Bangladesh. A report on the visit and photocopies of relevant pages (with arrival & departure seals) of their passports shall have to be submitted to Admin department within 7(seven) working days after the visit.

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



**(Targhibul Islam)**

**Deputy General Manager (Admin)**

**Distribution: (Not according to seniority)**

1. Chairman, TBL & Secretary, PTB, MOPTIT (Attn: Company Secretary, TBL).
2. Director General (Consular & Welfare) Ministry of Foreign Affairs, Dhaka
3. Managing Director, TBL.
4. Director General, Passport and Immigration, Agargaon, Dhaka.
5. Director, Hazrat Shahajalal International Airport, Dhaka.
6. Concerned General Managers, TBL.
7. General Manager, IT & Billing, TBL. (With request to take necessary steps to update the concerned information in TBL website).
8. Company Secretary, TBL.
9. Officer in Charge (Immigration), Hazrat Shahajalal International Airport, Dhaka.
10. Controller of Foreign Exchange, Bangladesh Bank, Dhaka.
11. Concerned officials, Teletalk Bangladesh Limited.
12. Md. Sifuddin Ansary ( Razu), Account Director, Key Account Group Department, Huawei Technologies Ltd.
13. Personal File.
14. Office Copy.