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Date: 29 May, 2017

Office Order

Subject: **Visit to Italy and Hungary for Factory Inspection of equipments to be imported under Package-2 of M&E Project.**

Management of Teletalk Bangladesh Limited (TBL) is pleased to nominate the following officials to visit Italy and Hungary from 31/05/2017 to 09/06/2017 (excluding travel time) to attend Factory Inspection of equipment to be imported under Package-2 of Modernization & Expansion Project of TBL (M&E Project).


| SL.No | Name & Designation |
|-------|--|
| 01. | Mr. Mohammad Golam Sarware Kainat, General Manager, System Operations, Dhaka |
| 02. | Mr. Md Anwar Hossain, General Manager, IT & Billing |
| 03. | Mr. Mohammad Rezaul Kabir, Deputy Project Director, M & E Project |

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

1. All cost will be borne by Nokia Solutions and Networks Bangladesh Limited.
2. The entire visit including travel time will be treated as on duty.
3. They will draw their pay and allowances in local currency.

Mr. Mohammad Golam Sarware Kainat, General Manager (System Operations, Dhaka) and Mr. Md Anwar Hossain, General Manager (IT & Billing) will be released from their posts by handing over their charges to Mr. Md Habibur Rahman, General Manager (Marketing & VAS) and Mr. Mohammad Shah Alam, General Manager (Planning & Implementation) respectively. Mr. Mohammad Rezaul Kabir, Deputy Project Director (M & E Project) will be released from his post under local arrangement. The above mentioned officials will join their own posts and will report to TBL management after returning back to Bangladesh within three days.

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


(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. Mr. Sazzadur Rahman, Project Manager, Teletalk Modernization & Expansion Project, Nokia Solutions and Networks Bangladesh Limited.
12. Personal File.