

No: 14.35.0000.020.08.036.17/144

Date: 06-December-2017

**Office Order**

**Subject: Permission of Ex-Bangladesh Leave.**

Management of Teletalk Bangladesh Limited has granted the ex-Bangladesh leave of Mr. Mohammad Razaul Karim Rizvi, Manager, M & E project, Teletalk Bangladesh Limited to visit Thailand from December 25, 2017 to January 03, 2018 for 10 (Ten) days or from the date of availing the leave under following conditions:

1. All cost of the journey will be borne by Mr. Mohammad Razaul Karim Rizvi.
2. Over stay will be treated as misconduct.
3. 10 (Ten) days leave is adjusted from his annual leave

Mr. Mohammad Razaul Karim Rizvi will be released from his post on local arrangement and will join his post after the leave and must report to Admin department of TBL through proper channel. He will also submit photocopy of relevant pages (with arrival & departure seal) of his passport to this office.

  
(Kazi Fazlul Haque)

**General Manager (Admin)**

**For kind information & necessary action:**

1. Chairman, TBL & Secretary, PTD, MOPTIT (Attn: CS of TBL).
2. Director General, Passport & Immigration, Agargaon, Dhaka.
3. Director, Hazrat Shahajalal International Airport, Dhaka.
4. Officer in Charge (Immigration), Hazrat Shahajalal International Airport Dhaka.
5. Controller of Foreign Exchange Bangladesh Bank, Dhaka.
6. Managing director, TBL.
7. Project Director, M & E project, TBL.
8. General Manager, IT & Billing, TBL. ( requested to take necessary steps to update the concern information in TBL website)
9. Company Secretary, TBL.
10. Mr. Mohammad Razaul Karim Rizvi, Manager, M & E project, TBL.
11. Personal file.
12. Office Copy.