

No: TBL /Admin / EBL (Part-1)/2013/251

Date: 14-March-2016

## Office Order

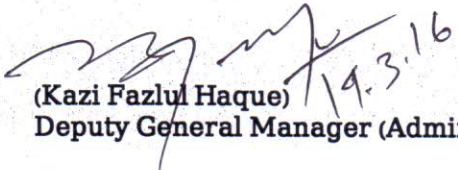
**Subject: Permission of Ex-Bangladesh Leave for Treatment in India:**

The Management of Teletalk Bangladesh Limited has granted the application of Mr. Rokan Mahmood, Junior Executive, Finance & Accounts, Teletalk Bangladesh Limited to visit India for his treatment from March 27, 2016 to April 07, 2016 for 12 (Twelve) days or from the date of availing the leave.

1. All cost of the journey will be borne by Mr. Rokan Mahmood. No cost will be borne by Teletalk Bangladesh Limited or Government of Bangladesh.
2. No part of his salary will be paid in foreign currency.
3. Over stay will be treated as misconduct.
4. The 12 (Twelve) days leave will be adjusted from his annual leave.

Mr. Rokan Mahmood will be released from his post on local arrangement and will join his post in time 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.

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

  
(Kazi Fazlul Haque)  
Deputy General Manager (Admin)

**For kind information & necessary action:**

1. Chairman, TBL & Secretary, PTD, MOPTIT (Attn: PS to Secretary).
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. General Manager, Finance & Accounts, TBL.
- ✓ 7. General Manager, IT & Billing, TBL. ( requested to take necessary steps to update the concern information in TBL website)
8. Company Secretary, TBL.
9. Mr. Rokan Mahmood, Junior Executive, Finance & Accounts, TBL.
10. Personal file.
11. Office Copy.