

No: 14.35.0000.020.31.213.15.161

Date: 05-October-2016

**Office Order**

Subject: **Visit to China for Factory Inspection of equipments to be imported under Package-1 of M&E Project.**

Management of Teletalk Bangladesh Limited (TBL) is pleased to nominate the following officials to visit China from October 18, 2016 to October 28, 2016 (excluding travel time) to attend Factory Inspection of equipment to be imported under Package-1 of Modernization & Expansion Project of TBL (M&E Project).

SL.No	Name	Designation	Department	System
01.	Mr. Kazi Md. Golam Quddus	General Manager	F&A	BSS
02.	Mr. Sayeed Mahmud	Deputy General Manager	Procurement	BSS
03.	Mr. Md. Zahurul Alam Chowdhury	Deputy General Manager	SO	BSS
04.	Mr. Mohammad Mahbubur Rahman	Deputy General Manager	S&D and CRM	BSS
05.	Mr. D.M. Nurul Huda	General Manager	SO, Ctg.	CS
06.	Mr. Mohammad Shamsuzzoha	Deputy General Manager	S&D and CRM	CS
07.	Mr. Provash Chandra Roy	Deputy General Manager	M&E Project	DWDM
08.	Mr. Mamunur Rashid	Deputy General Manager	SO	DWDM
09..	Mr. Md. Maniruzzaman	Deputy General Manager	S&D and CRM	IP-PI
10.	Mr. Shakil Ahmed	Deputy General Manager	Marketing & VAS	IP-PI
11.	Mr. S. Wazed Ali	Deputy General Manager	S&D and CRM	MW
12.	Mr. Mohammad Razaul Karim Rizvi	Manager	M&E Project	MW

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

1. All cost will be borne by Huawei Technologies Ltd. as per contract signed with HUAWEI.
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. Kazi Md. Golam Quddus, General Manager, Finance & Accounts and Mr. D.M. Nurul Huda, General Manager, System Operations, Chittagong, will be released from their posts by handing over their charges to Mr. Md. Shah Alam, General Manager, Planning & Implementation.




Mr. Sayeed Mahmud, Deputy General Manager, Procurement will be released from his post by handing over his charge to Mr. Mohammad Rezaul Kabir, Deputy Project Director, M&E Project.

Mr. Mohammad Shamsuzzoha, Deputy General Manager (Marketing & VAS & addl. Company Secretary) will be released from DGM, Marketing & VAS post under local arrangement and handing over his addl. charge to Mr. Kazi Fazlul Haque, Deputy General Manager, Admin.

Mr. Md. Zahurul Alam Chowdhury, Deputy General Manager (System Operations & addl. Audit) will be released from DGM, System Operations post under local arrangement and handing over his addl. charge to Mr. Ahammed Ullah, Deputy General Manager, S&D and CRM. And the other officers of the list will be released from their posts under local arrangement.

They will join their posts after coming back to Bangladesh, with report to Admin department of TBL, through proper channel. Also photocopies of relevant pages (with arrival & departure seals) of their passport shall have to be submitted to Admin department immediately after the visit.

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

  
05/10/16

**(Sayeed Mahmud)**  
**Deputy General Manager (Admin).**

**Distribution:**

1. Chairman, TBL & Secretary, PTD, MOPTIT (Attn: PS to Secretary).
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. Hisamul Nasir, Project Director, Teletalk Modernization & Expansion Project, Huawei Technologies Ltd.
12. Personal File.
13. Office Record.