



Teletalk Bangladesh Limited
A State-Owned Mobile Network
Operator
Administration Department
Rajuk Commercial Complex, Gulshan-1,
Dhaka.
www.teletalk.com.bd



Number: ১৪.৩৫.০০০০.০২০.০৮.০০১.২০.১৮৫৮

Date: ২৪ অগ্রহায়ণ ১৪৩০ বঙ্গাব্দ
০৯ ডিসেম্বর ২০২৩ খ্রিস্টাব্দ

Office order

As per the decision of 227th Board of Directors (BoD) meeting of Teletalk Bangladesh Limited (TBL), Mr. Md. Mostafizur Rahman (Employee ID-1210694 & Passport No-EG0440918), Assistant Manager of Procurement Department has been granted Study Leave (Ex-Bangladesh) for a period of 02 (two) years from 21 December 2023 to 20 December 2025 (Including Travel Time) for pursuing MBA in Business Analytics at the Lamar University, United States of America under following conditions:

1. All costs of the journey and study abroad will be borne by Mr. Md. Mostafizur Rahman. No cost will be borne by Teletalk Bangladesh Limited.
2. The study leave will be without pay.
3. He will immediately join Teletalk after the leave and submit the certificate of the degree from the concerned University.
4. No benefits will be entitled except service continuation with seniority for the duration of the leave.
5. Any overstay abroad will be treated as misconduct.

Mr. Md. Mostafizur Rahman will be released from his duty under local arrangements. He will join his own post after availing of the leave and report to the Admin Department of TBL through proper channel. He will also submit the photocopy of the relevant pages (with arrival & departure seal) of his passport to the Admin Department.

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

০৯-১২-২০২৩

Ahammed Ullah
General Manager (Admin)
ahammed.ullah@teletalk.com.bd

২৪ অগ্রহায়ণ ১৪৩০ বঙ্গাব্দ

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**Copy sent for information and necessary (where applicable) action
(not in order of seniority):**

- ১। Chairman, TBL & Secretary, PTD, MOPTIT (Attn: Company Secretary, Teletalk Bangladesh Limited).;
- ২। Director General, Passport & Immigration, Agargaon, Dhaka.;
- ৩। Director,, Hazrat Shahjalal International Airport, Dhaka.;
- ৪। Controller of Foreign Currency, Bangladesh Bank, Head Office, Dhaka.;
- ৫। Immigration Officer, Hazrat Shahajalal International Airport, Dhaka.;
- ৬। General Manager, Finance & Accounts, TBL.;
- ৭। Addl General Manager, Procurement Dept, Teletalk Bangladesh Ltd;
- ৮। Mr. Md. Mostafizur Rahman, Asstt Manager, Procurement Dept, Teletalk Bangladesh Ltd;
- ৯। PS to Managing Director, TBL (For kind information, Managing Director, TBL).;
- ১০। Ms. Sadia Nawreen, Assistant Manager, Admin (for Salary related). এবং
- ১১। Office, Copy।



Shirin

১০-১২-২০২৩

Shirin Akther
Addl General Manager (Admin)