

Teletalk Bangladesh Limited

A State Owned Mobile Network Operator

No14.35.0000.020.08.086.19/256

Date: 22 June, 2022

Office Order


Subject: Permission of Ex-Bangladesh Leave.

Management of Teletalk Bangladesh Limited (TBL) has granted Ex-Bangladesh leave to Mr. Md. Saifur Rahman Khan (Official ID-1210334 & valid Passport No-A03566391), Additional General Manager of Sales, Distribution & CRM of TBL to visit Canada for traveling for 25 (Twenty-Five) days from 04 July, 2022 to 28 July, 2022 or from the date of availing the leave under following conditions:

1. All cost of the journey will be borne by Mr. Md. Saifur Rahman Khan.
2. Over stay abroad will be treated as misconduct.
3. He will draw his usual pay and allowances from TBL in local currency.
4. 25 (Twenty-Five) days leave will be adjusted from his annual leave.
5. Casual leave or weekly holidays cannot be consumed with the annual leave.

Mr. Md. Saifur Rahman Khan will be released from his post after handing over the charge to Mr. Md. Khaled Hossain, Additional General Manager of Sales, Distribution & CRM of TBL. He will join his own post after availing the leave and will report to the admin department of TBL along with relevant pages (with arrival & departure of immigration seal) of his passport to this office.

This letter has been issued with the approval of Managing Director, TBL.


22.06.2022

(Sadan Kumar Das)

General Manager (Admin)

For kind information & necessary action; (Not according to seniority):

1. Chairman, TBL & Secretary, PTD, MOPTIT (Attn: CS of TBL).
2. Director General, Passport & Immigration, Agargaon, Dhaka.
3. Director, Hazrat Shahjalal International Airport, Dhaka.
4. Controller of Foreign Currency, Bangladesh Bank, Head Office, Dhaka.
5. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.
6. General Manager, Finance & Accounts, TBL.
7. General Manager, Sales, Distribution & CRM, TBL.
8. Mr. Md. Saifur Rahman Khan, Additional General Manager, Sales, Distribution & CRM, TBL.
9. Mr. Md. Khaled Hossain, Additional General Manager, Sales, Distribution & CRM, TBL.
10. PS to Managing Director, TBL (For kind information, Managing Director, TBL).
11. Personal file.
12. Office Copy.