

Teletalk Bangladesh Limited

A State Owned Mobile Network Operator

No14.35.0000.020.08.086.19/237

Date: 25 May, 2022

Office Order

Subject: Permission of Ex-Bangladesh Leave.

Management of Teletalk Bangladesh Limited (TBL) has granted Ex-Bangladesh leave to Mr. Mufti Mohammed Ubaid (Official ID-1210050 & valid passport no-BW0694835), Assistant Manager of Sales, Distribution & CRM department of TBL to visit India for traveling for 10 (Ten) days from 29 May, 2022 to 07 June, 2022 or from the date of availing the leave under following conditions:

1. All costs of the journey will be borne by Mr. Mufti Mohammed Ubaid.
2. Any over stay in abroad will be treated as misconduct.
3. He will draw his usual pay and allowances from TBL in local currency.
4. 10 (Ten) days leave will be adjusted from his annual leave.
5. Casual leave or weekly holidays cannot be consumed with the annual leave.

Mr. Mufti Mohammed Ubaid will be released from his post after handing over the charge to Mr. Junel Ahmed, Market Promoter of Sales, Distribution & CRM dept. of TBL. He will join his own post after availing of the leave and will report to the admin department of TBL. He will also submit a photocopy of relevant pages (with arrival & departure seal) of his passport to this office.

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


25.05.2022

(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. Managing Director, TBL.
7. General Manager, Finance & Accounts, TBL.
8. General Manager, Sales, Distribution & CRM, TBL.
9. Mr. Mufti Mohammed Ubaid, AM, Sales, Distribution & CRM, TBL.
10. Mr. Junel Ahmed, MP, Sales, Distribution & CRM, TBL.
11. Company Secretary, TBL.
12. Personal file.
13. Office Copy.