



Teletalk Bangladesh Limited
State-owned mobile network operator
Administration Department
RAJUK Commercial Complex, Gulshan-1,
Dhaka
www.teletalk.com.bd



২৮ ফাল্গুন ১৪৩১ বঙ্গাব্দ
Date: ১৩ মার্চ ২০২৫ খ্রিস্টাব্দ

Number: ১৪.৩৫.০০০০.০০০.০২০.০৮.০০০১.২০.৩০২

Office order

Mr. Yeamin Kabir (Employee ID-1210625 & Valid Passport No-A00510855), Manager of Planning & Implementation Department (Main Responsibility) & Coastal & Hill Tracts Project, TBL (Additional Responsibility) has been granted annual leave (Ex-Bangladesh) to travel Maldives for the purpose of his Wife's treatment for a period of 07 (Seven) days from 22 April 2025 to 28 April 2025 or from the date of availing the leave under following terms & conditions:

1. All costs of the journey will be borne by himself.
2. Any overstay abroad will be treated as misconduct.
3. He will draw his usual pay and allowances from TBL in local currency.
4. Leave of 07 (Seven) days will be adjusted from his accumulated annual leave.
5. Casual leave or weekly holidays cannot be added to this leave.
6. A charge handover & take-over report in the prescribed form should be sent to all concerns of TBL.

Mr. Yeamin Kabir will be released from his post after handing over his Planning & Implementation Department (Main Responsibility) to Mr. Md. Anisuzzaman (1210404), Manager, Planning & Implementation Department and Coastal & Hill Tracts Project, TBL (additional responsibility) to Mr. Muhammad Manir Uddin (1210385), Manager, System Operations (Dhaka) Department (Main Responsibility) and Coastal & Hill Tracts Project, TBL (Additional Responsibility). Mr. Md. Anisuzzaman and Mr. Muhammad Manir Uddin will look after the charge in addition to his main & additional responsibilities. Mr. Yeamin Kabir will join his own post after availing of the leave and send a report to the Admin Department of TBL along with the photocopy of relevant pages (with arrival & departure seal) of his passport through the proper channel.

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

১৩-০৩-২০২৫
Ahmed Ullah
General Manager (Admin)
ahammed.ullah@teletalk.com.bd

২৮ ফাল্গুন ১৪৩১ বঙ্গাব্দ
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Copy sent for information/notification and necessary action (not in order of seniority) :

1. Chairman, TBL & Secretary, PTD (Attn: Company Secretary, Teletalk Bangladesh Limited).
2. Director General, Passport & Immigration, Agargaon, Dhaka.
3. Director, Hazrat Shahjalal International Airport, Dhaka.
4. General Manager, Finance & Accounts, Teletalk Bangladesh Limited.
5. General Manager (Planning and Implementation), Planning and Implementation Department, Teletalk Bangladesh Limited.
6. General Manager (System Operations, Dhaka) (Additional Responsibilities), Office of System Operations (Dhaka), Teletalk Bangladesh Limited.
7. Project Director, Teletalk Mobile Broadband Network Expansion Project in Coastal, Hilly and Other Remote Areas, Teletalk Bangladesh Limited.
8. Controller of Foreign Currency, Bangladesh Bank, Head Office, Dhaka.
9. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.
10. PS to Managing Director, TBL (For kind information to Managing Director, TBL).
11. Mr. Yamin Kabir, Manager, Planning and Implementation Department, Teletalk Bangladesh Limited.
12. Mr. Muhammad Monir Uddin, Manager, System Operations (Dhaka) Office, Teletalk Bangladesh Limited.
13. Mr. Md. Anisuzzaman, Manager (Planning and Implementation), Planning and Implementation Department, Teletalk Bangladesh Limited.
14. Mr. Sabrina Tania, Assistant Manager, Admin Dept., Teletalk Bangladesh Ltd.
15. Mr. Sadia Nowrin, Assistant Manager, Teletalk Bangladesh Ltd.
16. Office copy.



A handwritten signature in black ink, appearing to read 'Humayun Kabir'.

১৩-০৩-২০২৫

Md. Humayun Kabir
Dy General Manager (Admin)