

No: TBL/Admin/EX-Bangladesh Leave (Part-1)/2013/238

Date: 11-February-2016

Office Order

Subject: Permission of Ex-Bangladesh Leave.


The Management of Teletalk Bangladesh Limited has granted the application of Ms. Jinat Akhter, Assistant Manager, IT & Billing, Teletalk Bangladesh Limited to visit India with her family from February 17, 2016 to February 29, 2016 for 13 (Thirteen) days or from the date of availing the leave.

1. All cost of the journey will be borne by Ms. Jinat Akhter. No cost will be borne by Teletalk Bangladesh Limited or Government of Bangladesh.
2. No part of her salary will be paid in foreign currency.
3. Over stay will be treated as misconduct.

Ms. Jinat Akhter will be released from her post on local arrangement and will join her post in time after the leave and report to Admin department of TBL through proper channel. She will also submit photocopies of relevant pages (with arrival & departure seal) of her passport to this office.

The letter no. TBL/Admin/EX-Bangladesh Leave (Part-1)/2013/194, dated 17 December, 2015 is hereby cancelled.

This letter has been issued with the approval of Managing Director, Teletalk Bangladesh Limited.


(Kazi Fazlul Haque) 11-2-16
Deputy General Manager (Admin)

For kind information & necessary action : (Not in order of seniority)

1. Chairman, TBL & Secretary, PTD, MOPTIT (Attn: PS to Secretary).
2. Director General, Passport & Immigration, Agargaon, Dhaka.
3. Director, Hazrat Shahajalal International Airport, Dhaka.
4. Officer in Charge (Immigration), Hazrat Shahajalal International Airport Dhaka.
5. Controller of Foreign Exchange Bangladesh Bank, Dhaka.
6. General Manager, IT & Billing, TBL.
7. General Manager, IT & Billing, TBL. (requested to take necessary steps to update the concern information in TBL website)
8. Company Secretary, TBL.
9. Ms. Jinat Akhter, Assistant Manager, IT & Billing, TBL.
10. Personal file.
11. Office Copy.