



Teletalk Bangladesh Limited
A State-owned Mobile Network Operator
Admin Department
Gulshan-1, Dhaka.
www.teletalk.com.bd



Record Number: 14.35.0000.020.31.082.18.1578

Date: 21/09/2023

Office Order

As per Government Order Vide Record Number- 14.00.0000.001.25.006.17.1641, Date: 23.08.2023 the following officials of Teletalk Bangladesh Ltd. will participate in the “Factory inspection/Test” conducted by Huawei International PTE Ltd. for the “Supply and Installation of Telecom Antenna and necessary Installation materials for Teletalk’s 2G/3G/4G Networks for Lot-02 under “Expansion of Teletalk’s Network up to Rural Areas and Network Readiness for 5G Services” Project. They will conduct the Factory Inspection/Test according to the following time schedule and location.

Sl.	Name, Designation & Department	Factory Location	Duration (Excluding Travel Time)
01	Mrs. Shirin Akther Additional General Manager Admin Department Teletalk Bangladesh Limited. ID: 2110091 Passport No.: BG0033497 Mobile: 01550155047 Email: shirin.akther@teletalk.com.bd	Dongguan China	23-09-2023 to 30-09-2023
02	Mr. Mohammad Jamal Uddin Additional General Manager Marketing & VAS Department Teletalk Bangladesh Limited. ID: 1210434 Passport No.: B00001552 Mobile: 01550155030 Email: jamal.uddin@teletalk.com.bd		

The Terms and Conditions are mentioned below:

- All the expenses regarding this tour will be borne by Huawei International PTE Limited;
- The period of accomplishing the Factory Inspection/Test including transit will be treated as on duty;
- They will draw their usual pay and allowances from Bangladesh in local currency;
- Under no condition, leave will be extended and they must return to the country within the stipulated time limit and join their post with submission of departure & arrival pages of Passport to Admin Department;
- On return from abroad they will submit a report as per govt prescribed form to Admin Department within 15 Days.

2. Mrs. Shirin Akther, Additional General Manager will be released from her own post after relinquishing the charge of Admin Department.

3. Mr. Mohammad Jamal Uddin, Additional General Manager, will be released from his own post after hand over the charge of VAS-1 & VAS-2 to Mr. Md. Saifur Rahman Khan, Additional General Manager, Marketing & VAS Department. Mr. Md. Saifur Rahman Khan, Additional General Manager will look after the above mentioned charges in addition to his main

responsibility.

4. A charge hand over & take over report should send to all concerns of Teletalk.

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



21-09-2023

Ahammed Ullah

General Manager (Admin)

ahammed.ullah@teletalk.com.bd

Record Number: 14.35.0000.020.31.082.18.1578/1 (17)

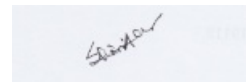
Date: 21/09/2023

(Not in the order of

Copy for Kind Information and Necessary Actions seniority)

:

1. Secretary, Office of Secretary, Posts and Telecommunications Division and Chairman, Board of Directors, Teletalk Bangladesh Limited;
2. Director General, Office of Director General, DOT;
3. Project Director, Office of the 5G Readiness Project, Teletalk Bangladesh Limited;
4. Concerned Head of the Department, Teletalk Bangladesh Limited;
5. Controller of Foreign Currency, Bangladesh Bank, Head Office, Dhaka.;
6. Additional General Manager, Office of the Admin, Teletalk Bangladesh Limited;
7. Chief Finance & Accounts Officer, T&T, Segunbagicha, Dhaka.;
8. Additional General Manager, Office of the Marketing & VAS, Teletalk Bangladesh Limited;
9. Immigration Officer, Hazrat Shah Jalal International Airport, Dhaka.;
10. Chang Chow Yan, Sales Business Director, Huawei International PTE Limited.;
11. Senior Manager & PS to Managing Director (Additional Charge), Office of the Managing Director, Teletalk Bangladesh Limited;
12. Manager, Office of the IT & Billing, Teletalk Bangladesh Limited (Instructed to upload this Office Order in TBL Website);
13. Manager, Office of the IT & Billing, Teletalk Bangladesh Limited (Instructed to update TBL D-Nothi System and ERP);
14. Assistant Manager, Office of the Admin, Teletalk Bangladesh Limited (Instructed to preserve this office order in personal file);
15. Assistant Manager, Office of the Admin, Teletalk Bangladesh Limited;
16. Personal File. and
17. Office Copy.



21-09-2023

Shirin Akhter, Akther

Additional General Manager

Attachments:

- (1) Government Order



Government of the People's
Republic of Bangladesh
Ministry of Posts,
Telecommunications & Information
Technology
Posts & Telecommunications
Division
Bangladesh Secretariat, Dhaka .
www.ptd.gov.bd



Record Number:

Date: 23/8/2023

14.00.0000.001.25.006.17.1641

Subject: **Government Order.**

The undersigned is directed to convey the Government's approval for the following officials to accomplish the Factory Inspection Test for the "Supply, Installation and Integration of Telecom Equipment (Core Network-Chittagong and Other related System, Spare Parts and etc" under the project of Teletalk entitled in 'Expansion of teletalk's network up to rural areas and Network readiness for 5G Services' to be held from 21 to 28 July 2023 (excluding journey time) or nearest convenient time in Dongguan, China:-

S L	Name & Designation
1.	Mr. Sebastin Rema, Joint Secretary, Posts & Telecommunications Division, Dhaka.
2.	Mrs. Shirin Akther, Additional General Manager, Teletalk Bangladesh Limited (TBL), Dhaka.
3.	Mr. Md. Jamal Uddin, Additional General Manager, Teletalk Bangladesh Limited (TBL), Dhaka.

02. The terms and conditions are mentioned below:

- All expenses regarding this tour will be borne by Huawei International PTE Ltd;
- The period of accomplishing the Factory Inspection Test including transit will be treated as on duty;
- They will draw their usual pay and allowances from

Bangladesh in local currency.;

d. Under no condition, leave will be extended & they must return to the country within the stipulated time limit and join there office;

e. On return from abroad, they will submit a report to this Division within 15 days.

03. This order is issued with the approval of the competent authority.



23-08-2023

Parvejur Rahman

Senior Assistant Secretary

Phone: 02 9514449

Chief Accounts and Finance
Officer, Posts and
Telecommunications Division,
Segunbagicha, Dhaka.

Record Number:
14.00.0000.001.25.006.17.1641/1

Date: 23/8/2023

Copy for kind information and necessary action (not according to the seniority):

- 1) Foreign Secretary (Senior Secretary), Ministry of Foreign Affairs, Dhaka. (Attn: Director General (Consular) with a request to issue the Note Verbal).
- 2) Senior Secretary, Ministry of Public Administration
- 3) Director General, Immigration & Passport, Agargaon, Dhaka.
- 4) Controller of Foreign Currency, Bangladesh Bank, Head Office, Dhaka.
- 5) PS to Hon'ble Minister, Posts and Telecommunications Division, Ministry of Posts, Telecommunications & Information Technology, Dhaka.
- 6) Director, Hazrat Shahjalal International Airport, Dhaka.
- 7) Chief Accounts and Finance Officer, Telephone & Telegraph, Segunbagicha, Dhaka.

- 8) PS to Secretary (Senior Assistant Secretary), Posts & Telecommunications Division, Dhaka.
- 9) Shirin Akther, Additional General Manager, Teletalk Bangladesh Limited (TBL), Dhaka.
- 10) Md. Jamal Uddin, Additional General Manager, Teletalk Bangladesh Limited (TBL), Dhaka.
- 11) Programmar, Posts & Telecommunications Division (with a request to upload the GO in website).



23-08-2023

Parvejur Rahman
Senior Assistant Secretary