



দি সিকিউরিটি প্রিন্টিং করপোরেশন (বাংলাদেশ) লিঃ  
THE SECURITY PRINTING CORPORATION (BANGLADESH) LTD.

Web Site: www.spcbl.org.bd

Ref No: SPCB/Admin/Personnel/19/2018- ৭৭৩

Date: 26/07/2018

Mrs. Fardushi Begum  
Assistant Technical Officer  
Banknote Department  
SPCBL, Gazipur-1703.

Dear Sir,

**Approval of Ex-Bangladesh Leave.**

With reference to your application on 17/07/2018, we would like to inform you that the competent authority has approved your desired 48 (Fourty Eight) days Ex-Bangladesh leave from 31/07/2018 to 16/09/2018 to perform 'Hajj' under the following terms and conditions and you will be released on 30/07/2018 after the close of business:

1. All expenses related to this travel will be borned by you.
2. leave will be adjusted from your earned leave.
3. You shall not be allowed to overstay without prior permission of the competent authority.
4. For this travel period your salary or any part of it will not be payable in foreign currency.

Sincerely Yours,

(Mohammad Israfil)  
Deputy Manager (Personnel)  
Tel. 9205110-15/116

Ref. SPCB/Admin/Perso./19/2018- ৭৭৩

Dated. above

Copy forwarded for information to:

1. GM(Banknote), SPCBL, Gazipur.
- ✓ 2. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.
3. Manager (IT) SPCBL, Gazipur-(Published For Website).
4. Personal File.
5. Concern File.

Asstt. Manager (Personnel)