



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

Web Site: www.spcbl.org.bd

Ref No: SPCB/Admin/Personnel/19/2018- ৯৭৭

Date: ২৬ /07/2018

Mr. Mohammad Humayun Kabir  
General Manager (Security)  
SPCBL, Gazipur-1703.

Dear Sir,

**Approval of Ex-Bangladesh Leave.**

With reference to your application on 08/07/2018, we would like to inform you that the competent authority has approved your desired 40 (Fourty) days Ex-Bangladesh leave from 05/08/2018 to 13/09/2018 to perform 'Hajj' under the following terms and conditions and being holiday on 03/08/2018 & 04/08/2018 you will be released on 02/08/2018 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,

(Md. Habibullah)

Deputy General Manager  
Administration  
Tel. 9204173

Ref. SPCB/Admin/Perso./19/2018- ৯৭৭

Dated. above

Copy forwarded for information to:

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

Deputy Manager (Personnel)