



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

Web Site: www.spcbl.org.bd

Ref No: SPCB/Admin/Personnel/19/2017- 1077

Date: 19/10/2017

Mr. Md. Aktar Uzzaman
Vault. Officer
Planning Section.
SPCBL, Gazipur-1703.

Sir,

Sub : Approval of Ex-Bangladeshi Leave.

With reference to your application of 17/10/2017, we would like to inform you that the competent authority has approved your desired Ex-Bangladesh leave from the end of working hour on 19/10/2017 to 31/10/2017 for travelling India under the following terms and conditions:

1. All expenses related to this travel will be borne 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

Dated. above

Ref. SPCB/Admin/Perso./19/2017- 1077.

Copy forwarded for information to:

1. DGM(PCPIDE), SPCBL, Gazipur.
2. Immigration Officer, Benapol, Jessore./Dorshana, Chuadanga.
3. Manager (IT) SPCBL, Gazipur-(Published For Website)
4. Personal File.
5. Concern File.

Assistant Manager (Personnel)