

The Security Printing Corporation (BD) Ltd  
Gazipur-1703

Web Site: www.spcbl.org.bd

Ref No: SPCB/Admin/Personnel/19/2017- 518

Date: 08/06/2017

Mrs. Fatema Khatun  
Deputy Manager (Cost & Budget)  
The Security Printing Corporation (BD) Ltd.  
Gazipur-1703.

Sir,

Approval of Ex-Bangladesh Leave.

With reference to your application of 04/06/2017 we would like to inform you that the competent authority has approved your desired 10 days ex-Bangladesh leave from 18/06/2017 to 27/06/2017 (including 5 days govt. leave from 23/06/2017 to 27/06/2017) to perform 'Omra Hajj' under the following terms and conditions:

1. All expenses related to this travel will be born by you.
2. The 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./19/2017- 518, Dated. above  
Copy forwarded for information to:

1. GM(F/A & SP), SPCBL, Gazipur
2. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka
3. Manager (IT), SPCBL, Gazipur- (Published For Website)
4. Concern File



Assistant Manager (Personnel)