



দি সিকিউরিটি প্রিন্টিং কর্পোরেশন (বাংলাদেশ) লিঃ  
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Ref No: 53.18.3300.003.08.001.21-239

Date: 17/02/2021

Shamsun Nahar  
Senior Assistant Grade-A  
Administration Department  
SPCBL, Gazipur-1703

Dear Sir,

**Sub : Approval of Ex-Bangladesh Leave.**

With reference to your application dated 14/02/2021, we would like to inform you that the competent authority has approved your desired 60 (Sixty) days Ex-Bangladesh leave from 18/02/2021 to 18/04/2021 for medical treatment of your husband in India under the following terms & conditions and you will be released on 17/02/2021 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. Abdul Quddus Miah)  
Manager (Personnel)  
Tel. 9205110-16

Ref. 53.18.3300.003.08.001.21-239.

Dated, above

Copy forwarded for information to:

1. GM(Administration), SPCBL, Gazipur.
2. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.
3. System Analyst SPCBL, Gazipur-(Published For Website).
4. Personal File.
5. Concern File.

(Md. Alamgir Hossain)  
Deputy Manager (Personnel)