

The Security Printing Corporation (BD) Ltd.  
Gazipur-1703

Web Site: www.spcbl.org.bd

Ref No: SPCB/Admin/Personnel/19/2017- 323

Date: 19/04/2017

Mr. Md.Zakir Hossain  
Assistant  
Administration Department  
SPCBL, Gazipur-1703.

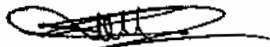
Sir,

Sub : Approval of Ex-Bangladesh Leave.

With reference to your application of 16/04/2017 we would like to inform you that the competent authority has approved your desired ex-Bangladesh leave from the end of working hour on 20/04/2017 to 22/05/2017 for travelling India 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./19/2017-323, Dated. above  
Copy forwarded for information to:

1. DGM(Administration), SPCBL, Gazipur.
2. Immigration Officer, . Dorshana, Chuadanga
3. Manager (IT) SPCBL, Gazipur-(Published For Website)
4. Personnel File.
5. Concern File



Asstt. Manager (Personnel)