



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

Web Site: www.spcbl.org.bd

Ref No: 53.18.3300.003.08.001.18-1593

Date: 26/12/2018

Mrs. Jasmin Akter  
Telephone Operator, Gr-A  
SPCBL, Gazipur-1703

Dear Sir,

Approval of Ex-Bangladesh Leave.

With reference to your application of 06/12/2017, we would like to inform you that the competent authority has approved your desired 08 (Eight) days Ex-Bangladesh leave from 31/12/2018 to 07/01/2019 to perform 'Omra Hajj' under the following terms and conditions and you will be released on 30/12/2018 after the close of business:

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. Abdul Quddus Miah)  
Deputy Manager (Personnel)  
Tel. 9205110-15/124

Ref. 53.18.3300.003.08.001.18-1593,

Dated. above

Copy forwarded for information to:

1. GM(OSP), 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)