



Web Site: www.spcbl.org.bd

Ref No: 53.18.3300.003.08.10.22-692

Date: 29/05/2022

Md. Abdul Aziz
Officer (production)
Bank Note Department
SPCBL, Gazipur-1703

Dear Sir,

Sub : Approval of Ex-Bangladesh Leave.

With reference to your application dated 16/05/2022, we would like to inform you that the competent authority has approved your desired 30(Thirty) days Ex-Bangladesh leave from 05/06/2022 to 04/07/2022 for medical treatment of your wife in India under the following terms & conditions and being holiday from 03/06/2022 to 04/06/2022 you will be released on 02/06/2022 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. Rashidul Alam Khan)
Manager (Personnel)
Tel. 9205110-16

Ref. 53.18.3300.003.08.10.22-693

Dated, above

Copy forwarded for information to:

1. GM(Bank Note), SPCBL, Gazipur.
2. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka/Benapol, Jashore/Dhaka Cantonment Station.
3. System Analyst SPCBL, Gazipur-(Published for website).
4. Personal file.
5. Concerned file.

(Liton Barua)
Assistant Manager (Personnel)