



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- 1121

Date: 05/09/2018

Mrs. Jatirmaye Das
Assistant Technical Officer
Banknote Department
SPCBL, Gazipur-1703.

Dear Sir,

Sub : Approval of Ex-Bangladesh Leave.

With reference to your application on 28/08/2018, we would like to inform you that the competent authority has approved your desired 26 (Twenty six) days Ex-Bangladesh leave from 09/09/2018 to 04/10/2018 for Travelling India under the following terms & conditions and being holiday on 07/09/2018 & 08/09/2018 you will be released on 06/09/2018 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)
Deputy Manager (Personnel)
Tel. 9205110-15/124

Ref. 53.18.3300.003.08.001.18-1121

Dated. above

Copy forwarded for information to:

1. GM(Banknote), SPCBL, Gazipur.
2. Immigration Officer, Benapol, Jessore./ Dhaka Cantonment Station.
3. Manager (IT) SPCBL, Gazipur-(Published For Website).
4. Personal File.
5. Concern File.

Deputy Manager (Personnel)