



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- 1517

Date: ০৬/12/2018

Mrs. Dilara Shaheen
Assistant Technical Officer
Bank Note Department
SPCBL, Gazipur-1703


Dear Sir,

Sub : Approval of Ex-Bangladesh Leave.

With reference to your application on 07/11/2018, we would like to inform you that the competent authority has approved your desired 9 (Nine) days Ex-Bangladesh leave from 16/12/2018 to 24/12/2018 for your medical treatment in India under the following terms & conditions and being holiday on 14/12/2018 & 15/12/2018 you will be released on 13/12/2018 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- 1517,

Dated. above

Copy forwarded for information to:

1. GM(Banknote), 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)