



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

Office Order No.53.18.3300.003.18.002.18-215

Date: 18/09/2018

Visit of SPCBL Officials to India

This is for information of all concerned that The Security Printing Corporation (Bangladesh) Ltd has already issued work order to purchase 03(three) Colors Web Dry Offset Printing Machine from M/s. Rotoffset Corporation, India. The Following Officials of this Corporation will visit India for the said Inspection & Certification of 03(three) Colors Web Dry Offset Printing Machine . The machine will be shipped after the said Inspection & Certification. The tour will be from 20.09.2018 to 27.09.2018 (including transit period).

Sl.No	Name	Designation
1	Mr. Md Jafor Akhter	Assistant Engineer(Mechanical)
2	Mr. Mohammad Abdul Mannan	Technical Officer(OSP)

They are hereby released from their duties at the close of business on 19.09.2018 under the following terms & conditions:

1. The period of travel from 20.09.2018 to 27.09.2018 will be treated as official duty. For this period, their salary or any part of it will not be payable in foreign currency.
2. They will not be allowed to overstay without prior permission of the competent authority.
3. On return, they will resume their duties in the Corporation and submit a report to the Managing Director within 7(seven) days.

This Order is issued with the prior approval of the competent authority.

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

Administration
Personnel Services Section.

Enclose.No.53.18.3300.003.18.002.18-1174

Dt: do

Copy forwarded for information & necessary action to:

1. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.
2. Manager(IT), SPCBL, Gazipur-(Published For Website)
3. Persons Concerned.

Assistant Manager(Personnel)