



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

Web Site: www.spcbl.org.bd

Ref No: SPCB/Admin/Personnel/19/2018- ৭৭৫

Date: 26/07/2018

Mr. Md. Mahfuzur Rahman
Technical Officer
Banknote Department
SPCBL, Gazipur-1703.

Dear Sir,

Approval of Ex-Bangladesh Leave.

With reference to your application on 17/07/2018, we would like to inform you that the competent authority has approved your desired 43 (Fourty Three) days Ex-Bangladesh leave from 02/08/2018 to 13/09/2018 to perform 'Hajj' under the following terms and conditions and you will be released on 01/08/2018 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,

(Mohammad Israfil)
Deputy Manager (Personnel)
Tel. 9205110-15/116

Ref. SPCB/Admin/Perso./19/2018- ৭৭৫

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.

Asstt. Manager (Personnel)