

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

Web Site: www.spcbl.org.bd

Ref No: SPCB/Admin/Personnel/19/2018- 854

Date: 04/07/2018

Mrs. Delowara Begum Assistant Technical Officer Banknote Department SPCBL,Gazipur-1703.

Dear Sir,

## Approval of Ex-Bangladesh Leave.

With reference to your application on 30/06/2018, we would like to inform you that the competent authority has approved your desired 47 (Fourty Seven) days Ex-Bangladesh leave from 15/07/2018 to 30/08/2018 to perform 'Hajj' under the following terms and conditions and being holiday on 13/07/2018 & 14/07/2018 you will be released on 12/07/2018 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

Dated. above

Ref. SPCB/Admin/Perso./19/2018- 854, 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)

Head Office : Gazipur-1703, Bangladesh. Phone : 88-02-9205110-5, 9205772-4, Fax : 88-02-9205108-9, E-mail : info@spcbl.org.bc Liaison Office : Bangladesh Bank Annex-1 Building (6th Floor), Motijheel, Dhaka. Phone : 88-02-9530449, Website : www.spcbl.org.bc