



দি সিকিউরিটি প্রিন্টিং কর্পোরেশন (বাংলাদেশ) লিঃ
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Date: 10/06/2023

Mr.Md. Shamsuzzaman
Internal Checker Grade-A
Administration Department
SPCBL, Gazipur-1703

Dear Sir,

Approval of Ex-Bangladesh Leave.

With reference to your application dated 04/06/2023 on the captioned subject, we would like to inform that you have been permitted to visit Saudi Arabia for performing Holy Hajj for 48 (Forty Eight) days (including transit period) with effect from 17/06/2023 or from the date of travel within one month from the mentioned date on the following terms and conditions:

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,

(Fatema Khatun)
Manager (Personnel)
Tel. 996695110-6/116

Ref. 53.18.3300.003.08.12.23- 985

Dated, above

Copy forwarded for information to:

1. GM(Administration), SPCBL, Gazipur.
2. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.
3. Systems Analyst, SPCBL, Gazipur-(for Publication at Website).
4. Personal file.
5. Concerned file.

(Litan Barua)
Deputy Manager (Personnel)