



Teletalk Bangladesh Limited  
State-owned mobile network operator  
Administration Department  
Rajuk Commercial Complex,  
Gulshan-1, Dhaka.  
www.teletalk.com.bd



Number: ১৪.৩৫.০০০০.০২০.০৮.০০১.২০.১৫৪৩

Date: ২৭ ভাদ্র ১৪৩০ বঙ্গাব্দ  
১১ সেপ্টেম্বর ২০২৩ খ্রিস্টাব্দ

### Office order

Mr. Tangir Ahmed (Employee ID-1210462 & Valid passport no- A11401912 ), Senior Manager, Marketing & VAS Department has been granted annual leave (Ex-Bangladesh) to travel to Thailand for the purpose of treatment for his mother in-law for a period of 15 (fifteen) days. from 19 September 2023 to 03 October 2023 or from the date of availing the leave under following conditions:

1. All costs of the journey will be borne by himself.
2. Any overstay abroad will be treated as misconduct.
3. He will draw his usual pay and allowances from TBL in local currency.
4. Leave of 15 (fifteen) days will be adjusted from his accumulated annual leave.
5. Casual leave or weekly holidays cannot be added to annual leave.

Mr. Tangir Ahmed will be released from his post after handing over the charge to Mr. ABM Mamun, Manager, Marketing & VAS Department. He will join his own post after availing the leave and report to the Admin Department of TBL along with the photocopy of relevant pages (with arrival & departure seal) of his passport.

This letter is issued with the approval of the Managing Director, Teletalk Bangladesh Limited.

১১-০৯-২০২৩

সালেহ মোঃ ফজলে রাব্বী  
মহাব্যবস্থাপক (প্রশাসন)

ahammed.ullah@teletalk.com.bd

Number: ১৪.৩৫.০০০০.০২০.০৮.০০১.২০.১৫৪৩/১ (১৩)

Date: ২৭ ভাদ্র ১৪৩০ বঙ্গাব্দ  
১১ সেপ্টেম্বর ২০২৩ খ্রিস্টাব্দ

**Copy sent for information and necessary (where applicable) action  
(not in order of seniority):**

- ১। Chairman, TBL & Secretary, PTD, MOPTIT (Attn: Company Secretary, Teletalk Bangladesh Limited).;
- ২। Director General, Passport & Immigration, Agargaon, Dhaka.;
3. Director, Hazrat Shahjalal International Airport, Dhaka.;

4. Controller of Foreign Currency, Bangladesh Bank, Head Office, Dhaka.;
5. Immigration Officer, Hazrat Shahajalal International Airport, Dhaka.;
6. General Manager, Finance & Accounts, TBL.;
7. General Manager (Addl Charge), MKT & VAS Dept, Teletalk Bangladesh Ltd;
8. PS to Managing Director, TBL (For kind information, Managing Director, TBL).;
9. Senior Manager (Marketing & VAS), Department of Marketing & VAS, Teletalk Bangladesh Limited;
10. Manager (Marketing & VAS), Department of Marketing & VAS, Teletalk Bangladesh Limited;
11. Sabrina Tania, Asstt Manager (Admin), Teletalk Bangladesh Ltd;
12. Sadia Nawreen, Asstt Manager (Admin), Teletalk Bangladesh Ltd and
13. Office, Copy.



A rectangular box containing a handwritten signature in blue ink, which appears to read "Shirin Akhter".

১১-০৯-২০২৩

Shirin Akhter

Addl General Manager (Admin)