



Teletalk Bangladesh Limited  
A State-owned Mobile Network Operator  
Admin Department  
Rajuk Commercial Complex, Gulshan-1,  
Dhaka.  
www.teletalk.com.bd



**Record Number:** 14.35.0000.020.31.082.18.422

**Date:** 22/04/2024

### Office Order

As per Government Order Number- 14.00.0000.001.25.008.22.51, Date: 19.03.2024, the following officer of Teletalk Bangladesh Ltd. will participate in the “Factory inspection/Test” conducted by Huawei International PTE Ltd. for “Supply, Installation and Integration of Telecom Equipment (Access, Spare Parts and etc.) for Lot-05 under “Expansion of Teletalk’s Network up to Rural Areas and Network Readiness for 5G Services” Project. He will conduct the Factory Inspection/Test according to the following time schedule and location.

Sl.	Name, Designation & Department	Factory Location	Duration (Excluding Travel Time)
01.	Mr. Mohammad Shariful Islam Additional General Manager (On Deputation) Procurement Department (Main Responsibility) And IT & Billing Department (Additional Responsibility) And Corporate Strategy Department (Additional Responsibility) Teletalk Bangladesh Limited. ID: 2210080 Passport No.: A00403366 Mobile: 01550155044 Email: md.shariful@teletalk.com.bd	Dongguan China	23-04-2024 to 29-04-2024

The Terms and Conditions are mentioned below:

- All the expenses regarding this tour will be borne by Huawei International PTE Limited;
- The period of accomplishing the Factory Inspection/Test including transit will be treated as on duty;
- They will draw their usual pay and allowances from Bangladesh in local currency;
- The must return to the country within the stipulated time limit and join the office;
- On return from abroad they will submit a report as per govt prescribed form to Admin Department within 15 Days.

2. Mr. Mohammad Shariful Islam, Additional General Manager will be released from his own post after handing over all responsibilities and APA & RTI Focal Point to Mr. Md. Aminur Rahman, Additional General Manager, System Operation (Dhaka) Department. Mr. Md. Aminur Rahman will look after the above-mentioned responsibilities in addition to his main responsibility.

3. A charge hand over & take over report should send to all concerns of Teletalk.

This office order has been issued with the approval of the Managing Director, Teletalk Bangladesh Limited.



22-04-2024

Ahammed Ullah

General Manager (Admin)

ahammed.ullah@teletalk.com.bd

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**Date:** 22/04/2024

**(Not in the order of**

**Copy for Kind Information and Necessary Actions seniority)**

:

1. Secretary, Office of Secretary, Post & Telecommunication Division and Chairman, Teletalk Bangladesh Limited;
2. Director General (Additional Charge ), Office of Director General, DOT;
3. Project Director, Office of the 5G Readiness Project, Teletalk Bangladesh Limited;
4. General Manager (System Operation), Office of the System Operations (Dhaka), Teletalk Bangladesh Limited;
5. General Manager (Finance and Accounts), Office of the Finance & Accounts, Teletalk Bangladesh Limited;
6. General Manager (IT & Billing), Office of IT & Billing, Teletalk Bangladesh Limited;
7. Controller of Foreign Currency, Bangladesh Bank, Head Office, Dhaka.;
8. Chief Accounts & Finance Officer, T&T, Segunbagicha, Dhaka.;
9. Additional General Manager, Office of the Procurement, Teletalk Bangladesh Limited;
10. Additional General Manager (Additional Charge ), Office of the Corporate Strategy, Teletalk Bangladesh Limited;
11. Additional General Manager, Office of the System Operations (Dhaka), Teletalk Bangladesh Limited;
12. Chang Chow Yan, Sales Business Director, Huawei International PTE Limited.;
13. Private Secretary (Additional Charge ), Office of the Managing Director, Teletalk Bangladesh Limited;
14. Immigration Officer, Hazrat Shah Jalal International Airport, Dhaka.;
15. Manager, Office of IT & Billing, Teletalk Bangladesh Limited;
16. Assistant Manager, Office of the Admin, Teletalk Bangladesh Limited;
17. Assistant Manager, Office of the Admin, Teletalk Bangladesh Limited;
18. Personal File and
19. Office Copy.



22-04-2024

MS Shirin Akhter

Addl General Manager (Addl Charge )