



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

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Ref No: 53.18.3300.003.08.001.21- 1404

Date: 19/12/2021

Mohammad Shah Jahan Ali  
Security Officer  
Security Department  
SPCBL, Gazipur-1703.

Dear Sir,

**Sub : Approval of Ex-Bangladesh Leave.**

With reference to your application dated 14/12/2021 we would like to inform you that the competent authority has approved your desired 15(Fifteen) days Ex-Bangladesh leave from 20/12/2021 to 03/01/2022 for Travelling India under the following terms & conditions and you will be released on 19/12/2021 after the close of business:

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.
5. You will have to strictly follow the instructions mentioned in the Circular no. 30.31.0000.112.42.001.21-4482 dated: 23 October, 2021 (copy enclosed) of Civil Aviation Authority of Bangladesh (CAAB) and other instructions (if any) imposed by the GoB due to COVID-19 as well as recently detected new variant 'Omicron'.

Sincerely Yours,

(Md. Rashidul Alam Khan)  
Manager (Personnel)  
Tel. 9205110-16

Ref. 53.18.3300.003.08.001.21- 1405

Dated, above

Copy forwarded for information to:

1. GM(Security), SPCBL, Gazipur.
2. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka./Benapol, Jessore./Dhaka Cantonment Station.
3. System Analyst SPCBL, Gazipur (Published For Website).
4. Personal File.
5. Concerned File.

(Litan Barua)  
Assistant Manager (Personnel)