



দি সিকিউরিটি প্রিন্টিং কর্পোরেশন (বাংলাদেশ) লিঃ  
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Ref No: 53.18.3300.003.08.073.19- 1658

Date: 22/12/2019

Kumari Shima Barua  
Senior Assistant Grade-B  
Finance & Accounts Department  
SPCBL, Gazipur-1703.

Dear Sir,

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

With reference to your application on 10/12/2019, we would like to inform you that the competent authority has approved your desired 07 (Seven) days Ex-Bangladesh leave from 26/12/2019 to 01/01/2020 for Travelling Thailand along with your son Aronno Barua under the following terms & conditions and being holiday on 25/12/2019 you will be released on 24/12/2019 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.

Sincerely Yours,

Sd./  
(Md. Abdul Quddus Miah)  
Deputy Manager (Personnel)  
Tel. 9205110-15/116

Ref. 53.18.3300.003.08.073.19-1658

Dated. above

Copy forwarded for information to:

1. GM(Finance & Accounts), SPCBL, Gazipur.
2. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka./Shah Amanat International Airport, Chattagram.
3. System Analyst, SPCBL, Gazipur-(Published For Website).
4. Personal File.
5. Concern File.

Deputy Manager (Personnel)