



দি সিকিউরিটি প্রিন্টিং কর্পোরেশন (বাংলাদেশ) লিঃ
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Date: 26/04/2022

Mohammad Moniruzzaman
Junior Caretaker Grade-A
Origination Section
SPCBL, Gazipur-1703

Dear Sir,

Approval of Ex-Bangladesh Leave.

With reference to your application dated 19/04/2022, we would like to inform you that the competent authority has approved your desired 20(Twenty) days Ex-Bangladesh leave from 05/05/2022 to 24/05/2022 to perform 'Umrah' under the following terms and conditions and being holiday from 29/04/2022 to 04/05/2022 you will be released on 28/04/2022 after the close of business:

1. All expenses related to this travel will be borned 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,

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

Ref. 53.18.3300.003.08.004.22- 449

Dated, above

Copy forwarded for information to:

1. DGM(O,R&QC), SPCBL, Gazipur.
- ✓ 2. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.
3. System Analyst SPCBL, Gazipur-(Published for website).
4. Personal file.
5. Concerned file.

(Litan Barua)
Assistant Manager (Personnel)