



দি সিকিউরিটি প্রিন্টিং কর্পোরেশন (বাংলাদেশ) লিঃ
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Date: ০৪/07/2019

Md. Mostafizur Rahman
Manager (R & QC)
SPCBL, Gazipur-1703.

Dear Sir,

Approval of Ex-Bangladesh Leave.

With reference to your application on 03/07/2019, we would like to inform you that the competent authority has approved your desired 47(Fourty Seven) days Ex-Bangladesh leave from 14/07/2019 to 29/08/2019 to perform 'Hajj' under the following terms and conditions and being holiday on 12/07/2019 & 13/07/2019 you will be released on 11/07/2019 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,

Sd./
(Md. Abdul Quddus Miah)
Deputy Manager (Personnel)
Tel. 9205110-15/124

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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. Concern File.

Deputy Manager (Personnel)