

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

Web Site: www.spcbl.org.bd

Ref No: SPCB/Admin/Personnel/19/2018- ৪৫২

Date: ০৪/০৭/২০১৮

Mr. Md. Abdul Quddus Miah
Deputy Manager (Personnel)
SPCBL, Gazipur-1703.


Dear Sir,

Approval of Ex-Bangladesh Leave.

With reference to your application on 27/06/2018, we would like to inform you that the competent authority has approved your desired 53 (Fifty Three) days Ex-Bangladesh leave from 16/07/2018 to 06/09/2018 to perform 'Hajj' under the following terms & conditions and you will be released on 15/07/2018 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,


(Md. Habibullah)
Deputy General Manager
Administration

Ref. SPCB/Admin/Perso./19/2018- ৪৫২,

Dated. above

Copy forwarded for information to:

1. GM(Administration), SPCBL, Gazipur.
2. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.
3. Manager (IT), SPCBL, Gazipur- (Published For Websit).
4. Personnel File.
5. Concern File.


Assistant Manager (Personnel)