



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

Office Order No. 53.18.3300.003.18.01.23-310

Date: 04/12/2023

Official Foreign Visit

The below mentioned 02 (two) officials of The Security Printing Corporation (Bangladesh) Limited have been permitted to visit Egypt during 13-14 December, 2023 (excluding travel time) by the invitation of M/S Koenig & Bauer Banknote Solutions SA, Switzerland under following terms and conditions:

Sl. No.	Name & ID No	Designation
1	Mr. Md. Forkan Hossain (ID-16611011)	Managing Director
2	Mr. Md. Rokanuzzaman (ID-167201009)	General Manager (Banknote Production)

Terms & Conditions:

1. Roundtrip airfare, accommodation and all other expenses (without cash allowance) for the visit will be borne by M/S Koenig & Bauer Banknote Solutions SA, Switzerland. Cash allowance will be borne by The Security Printing Corporation (Bangladesh) Limited.
2. They will be treated as on duty during the travel period and no part of their salaries or allowances will be paid in foreign currencies.
3. They will not overstay abroad without prior approval.
4. They will be treated as released from their duties after the close of business of 11 December, 2023. During the absence, their official duties will be managed by internal adjustment.

This order is issued with the prior approval of the competent authority.

(Md. Kawsar Matin)
General Manager (Administration)
Tel. 02996695077

Administration Department
Personnel Services Section.

Enclose. No. 53.18.3300.003.18.01.23-1890

Dt: do.

Copy forwarded for information & necessary action to :

1. Director General, Department of Immigration and Passport, Agargaon, Dhaka.
2. Director General (Consulate & Welfare), Ministry of Foreign Affairs, Government of the People's Republic of Bangladesh, Dhaka (with a request to issue a note verbale).
3. Executive Director, Hazrat Shahjalal International Airport, Dhaka
4. Systems Analyst, SPCBL, Gazipur-1703 (For Publish in the website: www.spcbl.org.bd)
5. Persons Concern.

Deputy Manager (Personnel)