



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

Web Site: www.spcbl.org.bd

Ref No: 53.18.3300.003.08.32.22-1247

Date: 13/09/2022

Mosammat Shahnaz Pervin  
Technical Officer  
OR&QC Department  
SPCBL, Gazipur-1703

Dear Sir,

**Approval of Ex-Bangladesh Leave.**

With reference to your application dated 04/09/2022, we would like to inform you that the competent authority has approved your desired 17(Seventeen) days Ex-Bangladesh leave from 18/09/2022 to 04/10/2022 to perform 'Umrah' under the following terms and conditions and being holiday from 16/09/2022 to 17/09/2022 you will be released on 15/09/2022 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. Rashidul Alam Khan)  
Manager (Personnel)  
Tel. 9205110-16

Ref. 53.18.3300.003.08.32.22-1248

Dated, above

Copy forwarded for information to:

1. GM(Administration, OR&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.

Officer(Personnel)