



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

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Ref No: 53.18.3300.003.08.003.20- / / /

Date: 26/01/2020

Muhammad Jamal Hossain
Assistant Engineer
Mechanical Section
SPCBL, Gazipur-1703

Dear Sir,

Sub : Approval of Ex-Bangladesh Leave.

With reference to your application on 21/01/2020, we would like to inform you that the competent authority has approved your desired 10 (Ten) days Ex-Bangladesh leave from 27/01/2020 to 05/02/2020 for Travelling India under the following terms & conditions and you will be released on 26/01/2020 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. 9205110-15/116

Ref. 53.18.3300.003.08.003.20- / / /

Dated. above

Copy forwarded for information to:

1. GM (Bank Note) & Chief Engineer (Incharge), SPCBL, Gazipur.
2. Immigration Officer, Burimari, Land port, Lalmonirhat.
3. System Analyst, SPCBL, Gazipur-(Published For Website).
4. Personal File.
5. Concern File.

Deputy Manager (Personnel)