



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

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Date: 16/06/2022

Md. Shahjahan
Officer (Internal Control)
Administration Department
SPCBL, Gazipur-1703

Dear Sir,

Approval of Ex-Bangladesh Leave.

With reference to your application dated 13/06/2022 on the captioned subject, we would like to inform you that you have been permitted to visit Saudi Arabia for performing Holy Hajj for 41 (Forty one) days (including transit period) with effect from 18/06/2022 or from the date of travel within one month from mentioned date on the following terms and conditions:

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. 53.18.3300.003.08.21.22-782

Dated, above

Copy forwarded for information to:

1. GM (Administration), SPCBL, Gazipur.
- ✓ 2. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.
3. System Analyst SPCBL, Gazipur-(Published for website).
4. Personal file.
5. Concerned file.

(Litan Barua)
Assistant Manager (Personnel)