



Bangladesh Telecommunications Company
Limited (BTCL)
Telejogajog Bhaban, 37/E, Eskaton Garden,
Dhaka-1000
<http://www.btcl.gov.bd> | বিটিসিএল.বাংলা

Record Number: 14.33.0000.000.013.08.0001.21.32

Date: 21 Mar 2025

Office Order

Mr. Md Shakibur Rahman, Manager (Transmission), Planning and Development, Telejogajog Bhaban, Dhaka (Passport Number: **E00158622**) has been granted Earned Leave (Ex-Bangladesh) to go to Saudi Arabia for the purpose of Umrah Hajj for 16 (Sixteen) days with effect from 02-04-2025 to 17-04-2025 or from the date of commencement of leave under the terms & conditions mentioned below:

1. This approval is applicable for single trip only;
2. The expenditure relevant to this visit will be borne by him;
3. Under no condition, the leave will be extended;
4. He will draw his usual pay and allowances from Bangladesh in local Currency;
5. He will be released from all his posts with local arrangements.
6. He must return to the country within the stipulated time & join his office.

This order is issued with the approval of the Managing Director, BTCL.



21-03-2025
Sayeed Mahmud
General Manager (HR-1)
0255141744
gm.hr1@btcl.gov.bd

Record Number: 14.33.0000.000.013.08.0001.21.32/1 (8)

Date: 21 Mar 2025

Copy for Kind Information and Necessary Action (Not in the order of seniority):

1. Managing Director (Additional Responsibility), Managing Director's Office, Bangladesh Telecommunications Company Limited (BTCL);
2. DMD (CA/ M&O/ SO/ Finance/ P&D), BTCL;
3. CGM, Planning and Development, Bangladesh Telecommunications Company Limited (BTCL);
4. Immigration Officer, Hazrat Shahjalal International Airport Dhaka;
5. Controller of Foreign Currency, Bangladesh Bank, Dhaka.;
6. DGM (HR- 3), Bangladesh Telecommunications Company Limited (BTCL);
7. DGM (Pay and Allowance), Bangladesh Telecommunications Company Limited (BTCL) and
8. Manager (Transmission), Planning and Development, Telejogajog Bhaban, Dhaka.



21-03-2025
Sayeed Mahmud
General Manager (HR- 1)