



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

Record Number: 14.33.0000.000.013.08.0002.25.328

Date: 27 Nov 2025

Office Order

Mr Md Ashraful Alam, Manager (Phones-2), DGM (Phones-1), Uttara, Dhaka, BTCL (Passport Number: **A15053512**) has been granted Earned Leave (Ex-Bangladesh) to go to India with his wife Mrs Ashifa Tasnim Noshin (Passport Number: **A09067359**) for his wife's treatment purposes for 07 (Seven) days with effect from 06-12-2025 to 12-12-2025 or from the date of commencement of leave under the terms & conditions mentioned below:

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

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

27-11-2025
Sayeed Mahmud
General Manager (HR- 1)
0255141744
gm.hr1@btcl.gov.bd

Record Number: 14.33.0000.000.013.08.0002.25.328/1
(12)

Date: 27 Nov 2025

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

- Managing Director, Bangladesh Telecommunications Company Limited (BTCL);
- DMD, Corporate Affairs, Bangladesh Telecommunications Company Limited (BTCL);
- DMD, SO, Bangladesh Telecommunications Company Limited (BTCL);
- DMD, Finance, Bangladesh Telecommunications Company Limited (BTCL);
- DMD, P&D, Bangladesh Telecommunications Company Limited (BTCL);
- CGM, DTR (North), BTCL, Gulshan, Dhaka;
- Immigration Officer, Hazrat Shahjalal International Airport Dhaka;

8. Controller of Foreign Currency, Bangladesh Bank, Dhaka.;
9. DGM (Phones), Uttara West, BTCL, CGM, DTR (North), Gulshan;
10. DGM, HR-3, Bangladesh Telecommunications Company Limited (BTCL);
11. DGM, P&A, Bangladesh Telecommunications Company Limited (BTCL) and
12. Office Copy, .



A handwritten signature in black ink, appearing to read 'Sayeed Mahmud', located above the typed name.

27-11-2025
Sayeed Mahmud
General Manager (HR- 1)