



**Government of People's Republic of Bangladesh**  
**Bangladesh Telecommunication Regulatory Commission**  
Plot#E-5/A, Sher-e-Bangla Nagar,  
Agargaon Administrative Area, Dhaka-1207.  
[www.btrc.gov.bd](http://www.btrc.gov.bd)



No.14.32.0000.400.32.045.10.985

Date: 03/08/2025

**Subject: Extension of Study Leave for Mrs. Samira Tabassum, Deputy Director, BTRC for 01 (one) year.**

Ref: 1. Application of Mrs. Samira Tabassum, Deputy Director, BTRC, dated 10/07/2025  
2. BTRC's Memo No. 14.32.0000.400.32.045.10.1052, dated 01/08/2025

With reference to the above subject and applications, it is hereby informed that Mrs. Samira Tabassum (Passport no.-A03618063, expiry date: 17/05/2032), Deputy Director of Bangladesh Telecommunication Regulatory Commission, was granted study leave for a 02 (two) year Master of Professional Studies in Cyber Security Risk Management course at Georgetown University, Washington DC, USA, from 16/08/2024 to 15/08/2025 or for 01 (one) year from the date of departure, through memo no. 02.

2. In continuation of the study leave previously granted through memo No. 02, and under the same terms and conditions, the study leave for the said officer has been extended for a further 01 (one) year, i.e., until 15/08/2026, as per her application.

3. This letter is issued with the approval of the appropriate authority.

*DR. M. A. Taleb Hossain, 3.08.25*  
(M. A. Taleb Hossain)  
Director (Administration)  
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To:

Mrs. Samira Tabassum  
Deputy Director  
BTRC.

Copy forwarded for kind information & necessary action to (not according to the seniority):

1. Foreign Secretary (Senior Secretary), Ministry of Foreign Affairs, Shegun Bagicha, Dhaka, With a request to issue a note verbal/Letter of Introduction(LOI).
2. Ambassador, Embassy of Bangladesh, Washington DC, 3510, International Drive, N.W.
3. Ambassador, Embassy of United States, Dhaka, 12 Madani Avenue, Baridhara.
4. Director General, Immigration & Passport, Agargaon, Dhaka.
5. Director, Hazrat Shahjalal International Airport, Kurmitola, Dhaka.
6. Director, Finance, Accounts & Revenue, BTRC, Dhaka.
7. Mrs. Samira Tabassum, Deputy Director, BTRC, Dhaka.
8. Deputy Director (Office Management, IT, Security & Protocol), BTRC, Dhaka (Request to upload on BTRC website).
9. PS to Chairman, Vice Chairman & PO to Commissioners, BTRC, Dhaka (for kind information of the Chairman & Commissioners).
10. PO to Director General (Admin), BTRC, Dhaka (for kind information of the Director General)
11. Office Copy.