

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



No. 14.32.0000.400.32.083.13. 280

Date: 20.02.2025

Subject: Sanction of Study Leave of Mr. Touseef Shahriar, Senior Assistant Director (Administration Division, IT Wing) BTRC to United States of America (USA).

The undersigned is directed to convey the sanction of study leave for higher study to Mr. Touseef Shahriar, Senior Assistant Director, Administration Division (IT Wing) of Bangladesh Telecommunication Regulatory Commission (BTRC), Dhaka for attending the MSc in Information Technology at University of the Potomac of Continuing Studies, USA from 03/03/2025 to 02/03/2026 or 01(one) year from the date of commencement of leave (including travel time).

2. This leave is granted under the following terms and conditions:

- All related expenses of the said programme will be borne by himself & Scholarship.
- He will draw half an average pays in local currency and not in foreign currency during the study leave.
- He will submit his academic certificate of master's programme on his return from USA.
- He will not be allowed to stay abroad more than the approved period.
- He will submit the flight itinerary to the Administration Division before his departure for this tour;

3. The order has been issued with the approval of the competent authority.

Arif M A. Rossain
(M. A. Taleb Rossain)
Director (Admin)
Phone: + 88 02 222217116

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

- Foreign Secretary (Senior Secretary), Ministry of Foreign Affairs, Shegun Bagicha, Dhaka. with a request to issue a note verbal/Letter of Introduction (LOI).
- Embassador, Embassy of Bangladesh, Washington DC, 3510, International Drive, N.W.
- Embassador, Embassy of United States, Dhaka, 12 Madani Avenue, Baridhara.
- Director General, Immigration & Passport, Agargaon, Dhaka.
- Director, Hazrat Shahjalal International Airport, Kurmitola, Dhaka.
- Director, Finance, Accounts & Revenue, BTRC, Dhaka.
- Deputy Director (Office Mangement, IT, Security & Protocol), BTRC, Dhaka (Request to upload on BTRC website).
- Mr. Touseef Shahriar, Senior Assistant Director (Administration Division, IT Wing), BTRC, Dhaka.
- PS to Chairman, Vice Chairman & PO to Commissioners, BTRC, Dhaka (for kind information of the Chairman & & Commissioners).
- PO to Director General (Admin), BTRC, Dhaka (for kind information of the Director General)
- Office Copy.