



**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.14.32.0000.400.32.022.06. 640

Date: 15/05/2025

**Subject: Sanction of Ex-Bangladesh leave of Ms. Shazeda Parvin, Director (SM), BTRC
to Singapore.**

The undersigned is directed to convey the sanction of Ex-Bangladesh leave (Earned Leave) for Ms. Shazeda Parvin, Director (SM), Bangladesh Telecommunication Regulatory Commission (BTRC), Dhaka to travel Singapore for medical treatment of her husband Mr. Md. Rokib Mahmud & Son's Siam Rahman from 05 June to 14 June, 2025 total 10 (ten) days or from the date of commencement of leave (including travel time).

2. The sanction of Ex-Bangladesh leave is subject to the following terms and conditions:

- a) Her husband Mr. Md. Rokib Mahmud (Passport no.A07978496) & Son's Siam Rahman (Passport no.A08059944) will accompany him during the tour.
- b) All the related expenditure of this tour will be borne by herself.
- c) She will not be allowed to overstay.
- d) This Ex-Bangladesh leave will be deducted from her earn leave.
- e) She will submit the flight itinerary before departure.

3. The order is issued with the approval of the competent authority.


(M.A. Taleb Hossain)

Director (Admin), BTRC

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

1. Secretary, Ministry of Foreign Affairs, Shegun Bagicha, Dhaka, With a request to issue a note verbale.
2. Director General, Immigration & Passport, Agargaon, Dhaka.
3. Director, Finance, Accounts & Revenue, BTRC, Dhaka.
4. Ms. Shazeda Parvin, Director (SM), BTRC, Dhaka.
5. Director, Hazrat Shahjalal International Airport, Kurmitola, Dhaka.
6. Deputy Director (Office Management, IT, Security & Protocol), BTRC, Dhaka (Request to upload on BTRC website).
7. PS to Chairman, PO to Commissioners, BTRC, Dhaka (for kind information of the Chairman & Commissioners).
8. PO to Director General (Admin), BTRC, Dhaka (for kind information of the Director General).
9. PA to Commission Secretay, BTRC, Dhaka (for kind information of the Commission Secretay)
10. Office Copy.