

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.14.32.0000.400.32.045.10. 1052

Date: 01/08/2024

Subject: Sanction of Study Leave of Mrs. Samira Tabassum, Deputy Director, Finance, Accounts & Revenue, BTRC in the United States of America (USA).

The undersigned is directed to convey the sanction of study leave for higher study to Mrs. Samira Tabassum, Deputy Director, Finance, Accounts & Revenue of Bangladesh Telecommunication Regulatory Commission (BTRC) for attending the Master's of Professional Studies in Cyber Security Risk Management at Georgetown University School of Continuing Studies, Washington DC, USA from 16/08/2024 to 15/08/2025 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:
 - a) All related expenses of the said programme will be borne by herself.
 - b) She will draw half average pays in local currency and not in foreign currency during the study leave.
 - c) She will submit her academic certificate for the master's programme on her return from USA.
 - d) She will not be allowed to stay abroad more than the approved period.
 - e) She will submit the flight itinerary to Administration Division before her departure for this tour;

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

(Aftab Md. Rashedul Wadud)

Director (Admin)

Phone: + 88 02 222217115

Copy for kind information & necessary action (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. Deputy Director (Office Management, IT, Security & Protocol), BTRC, Dhaka (Request to upload on BTRC website).
8. Mrs. Samira Tabassum, Deputy Director (Finance, Accounts & Revenue), BTRC, Dhaka.
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.