



Bangladesh Telecommunication Regulatory Commission
Plot#E-5/A, Agargaon Administrative Area,
Sher-e-Bangla Nagar, Dhaka-1207

www.btrc.gov.bd



Memo Number: 14.32.0000.000.400.08.0005.25.1613

Date: 19/09/2025

**Subject: Sanction of Ex-Bangladesh leave of Mr. Mohammad Moazzem Hossain, Protocol
Assistant, Administration Division, BTRC to India.**

The undersigned is directed to convey the sanction of Ex-Bangladesh Leave (earned leave) to Mr. Mohammad Moazzem Hossain (Passport No: A04272850), Protocol Assistant, Administration Division, Bangladesh Telecommunication Regulatory Commission (BTRC), Dhaka to visit India for the purpose of his son's medical treatment from 10 October 2025 to 31 October 2025 or for a period of 22(twenty-two) days from the date of commencement of leave (including travel time).

2. The sanction is subject to the following terms and conditions:

- a. Mr. Mohammad Moazzem Hossain's wife-Tonima Nowshin (Passport No: A11387757), son- Ahnaf Alaraf (Passport No: A11387758) and Mourib Al Tashfin (Passport No: A11387759) and mother-in-law Mst Tahmina Begum (Passport No: A08870870) will be accompanying him during the tour.
- b. All the expenses of this tour will be borne by himself.
- c. He will not be allowed to overstay.
- d. He will submit the flight itinerary to Administration Division before his departure.

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

19-09-2025

Mohammed Ashraful Alam
Deputy Director

To: Mohammad Moazzem Hossain, Protocol Assistant, Administration Division, Bangladesh Telecommunication Regulatory Commission.

Memo Number: 14.32.0000.000.400.08.0005.25.1613/1 (9)

Date: 19/09/2025

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

1. Secretary, Posts & Telecommunications Division, Ministry of Posts, Telecommunication and Information Technology, Bangladesh Secretariat, Dhaka, ;
2. Foreign Secretary, Ministry of Foreign Affairs, Shegun Bagicha, Dhaka, ;
3. Director General, Immigration & Passport, Agargaon, Dhaka;
4. Director General, Administration Division, BTRC;
5. Director, Hazrat Shahjalal International Airport, Kurmitola, Dhaka.;
6. Director, Finance, Accounts & Revenue Division, Bangladesh Telecommunication Regulatory Commission;
7. Deputy Director, (Office Management, IT, Security & Protocol) BTRC, Dhaka (request to upload on BTRC Website), ;

8. Personal Secretary of the Chairman, Chairman's office, BTRC (for kind information of the Chairman) and
9. Personal Officer of Vice Chairman, BTRC (for kind information of the Vice Chairman).



A handwritten signature in black ink, appearing to read "Ashraful Alam".

19-09-2025

Mohammed Ashraful Alam
Deputy Director