ছাতক সিমেন্ট কোম্পানী লিমিটেড

CHHATAK CEMENT COMPANY LTD.

(A state-owned enterprise under BCIC)

Chhatak, Sunamganj.

Ref: 36.9023.727.06.521.2013. 223 Date: 24.09.2025

To Whom It May Concern

This is to certify that **Mr. Pankoj Kanti Datta** (Passport No. A07380403), son of Pabitra Kumar Datta and Biva Rani Datta, is employed as a Chemist at Chhatak Cement Company Limited, Chhatak, Sunamganj, Bangladesh. He has been a valued employee of this company since 18 April 2013 and is currently working as the Head of Operation Department and additionally as Project Coordinator for 'Conversion of Wet Process to Dry Process of Chhatak Cement Company Limited Project'.

Mr. Pankoj Kanti Datta has applied for visiting the United Kingdom along with his wife, Kantha Dash Mome and child, Protyush Datta Prince. Upon approval of his visa, he will be granted earned leave (Ex-Bangladesh) of **15 days**, starting from **30th October 2025 to 13th November 2025 or 15 (fifteen) days from the date of commencement of leave/journey subject to approval by the competent authorities.** This leave will be granted for the purpose of visiting historically important places of United Kingdom under the following terms and conditions.

1. He will receive his salary and allowances in local currency only. No part of his salary or allowances shall be drawn in foreign currency.
2. All expenses related to his travel and stay in the United Kingdom will be entirely borne by himself.
3. He must resume his duties at Chhatak Cement Co. Ltd. within **15 days** of his journey starts.

We confirm that Mr. Pankoj Kanti Datta is a valued employee of our company, and we expect him to rejoin his position as per company policies. Kindly consider this certificate for his visa application process.

Should you require any further information, please feel free to contact us.

24.9.25

(Md. Abdur Rahman)
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