



Power Grid Bangladesh PLC
Human Resource Management-2
Head Office: Avenue-3, Jahurul Islam City, Aftabnagar, Badda, Dhaka-1212

Record Number: 27.21.0000.000.313.08.0001.26.418

Date: 22/07/2026

Office Order

In pursuance with the Government Order No. 27.00.0000.088.08.004.24.321; Dated: 21/07/2026, Mrs. Talat Anjum (ID: 03104, Passport no: A11260768), Assistant Manager, Finance and Accounts, Power Grid Bangladesh PLC has been sanctioned 15 (fifteen) days Earned Leave (Ex-Bangladesh) to perform holy Umrah in Saudi Arabia from 05/08/2026 to 19/08/2026 or 15 (fifteen) days from the start of her journey (including travel time):

The Terms and conditions of this order are as follows:

1. She will draw her pay and allowances in local currency;
2. All expenses will be borne by her;
3. She will not stay abroad beyond the approved period;
4. She will be accompanied by her husband Md. Habibur Rahman (Passport no: A11325010);
5. During her leave Kanish Fatama (02524), Junior Assistant Manager, Finance and Accounts will look after the tasks of Mr. Talat Anjum (ID: 03104, Passport no: A11260768), Assistant Manager, Finance and Accounts, Power Grid Bangladesh PLC in addition to her own duties;
6. She will be released from her duty by the approval of her controlling officer at the time of actual date of her journey;
7. After completion of her leave, she will join the concerned office with her passport, release order and necessary documents and send a set of the documents to the P&A department, Power Grid;
8. The concerned official is requested to follow the directions of attached order of Power Division.

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(1) GO

22-07-2026

FOYSAL AHMED

Deputy Manager

Record Number: 27.21.0000.000.313.08.0001.26.418/1 (7)

Date: 22/07/2026

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

1. General Manager, P&A/Finance, Power Grid.
2. Deputy General Manager, HRM/Project Finance, Power Grid.
3. Manager, HRM-1/2/Finance & Accounts, Power Grid.

4. Mrs. Talat Anjum (ID: 03104, Passport no: A11260768), Assistant Manager, Finance and Accounts, Power Grid.
5. Kanish Fatama (02524), Junior Assistant Manager, Finance and Accounts, Power Grid.
6. Immigration officer, Bangladesh..
7. Office copy/Master copy/Website, Power Grid.



A handwritten signature in black ink, appearing to read 'Asif' or 'Khaled Bin Azam'.

22-07-2026

Khaled Bin Azam
Assistant Manager