



Teletalk Bangladesh Limited  
A State-owned Mobile Network Operator  
Admin Department  
Rajuk Commercial Complex, Gulshan-1,  
Dhaka.  
www.teletalk.com.bd



Record Number: 14.35.0000.000.020.31.0082.18.517

Date: 06/05/2025

### Office Order

Management is pleased to nominate the following officials of Teletalk to participate in the “Factory Training” conducted by Huawei International Pte. Ltd. for “Supply, Installation and Integration of Transmission Network (Short haul microwave links for LoT-4” under “Expansion of Teletalk’s Network up to Rural Areas and Network Readiness for 5G Services” Project. They will attend the Factory Training according to the following time schedule and location.

SI	Name & Designation	Training Details	Location	Duration (Excluding Travel Time)
01	a) <b>Mr. Md. Khorshad Alam</b> ID: 1210395 Senior Manager, 5G Readiness Project (Additional Charge)  b) <b>Mr. Md. Hasnain Chowdhury</b> ID: 1210604 Manager, Sales & Marketing Department  c) <b>Mr. Md. Nafiul Rahman</b> ID: 1210657 Assistant Manager, 5G Readiness Project (Additional Charge)	“Supply, Installation and Integration of Transmission Network (Short haul microwave links for LoT-4”	HangZhou, China	26 May 2025 to 06 June 2025 or Nearest Convenient time

The Terms and Conditions are mentioned below:

- All the expenses regarding this Factory Training for these officials will be borne by Huawei International Pte. Ltd.;
  - The period of accomplishing the Factory Training including transit will be treated as on duty;
  - They will draw their usual pay and allowances from Bangladesh in local currency;
  - They must return to the country within the stipulated time limit and join the office;
  - On return from abroad they will submit a report as per govt prescribed form to Admin Department within 15 Days.
- Officials mentioned in the above table will be released through local arrangement.
  - A charge hand over & take over report should send to all concerns of Teletalk.

This office order has been issued with the approval of the Managing Director, Teletalk Bangladesh Limited.



06-05-2025

Md. Ruhul Quddus

General Manager (Admin)

ruhul.quddus@teletalk.com.bd

**Record Number:** 14.35.0000.000.020.31.0082.18.517/1 (13)

**Date:** 06/05/2025

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

1. Secretary (Routine Duty ), Office of Secretary, Post & Telecommunication Division and Chairman, Teletalk Bangladesh Limited;
2. Concern Head of the Department and Project Director;
3. ., Controller of Foreign Currency, Bangladesh Bank, Head Office, Dhaka;
4. Senior Manager (Additional Responsibility ), Office of the 5G Readiness Project, Teletalk Bangladesh Limited;
5. Private Secretary (Additional Responsibility), Office of the Managing Director, Teletalk Bangladesh Limited;
6. ., Zhangbo, Project Director, Huawei International PTE Limited;
7. Manager, Department of Sales & Marketing, Teletalk Bangladesh Limited;
8. Manager, Office of IT & Billing, Teletalk Bangladesh Limited;
9. ., Immigration Officer, Hazrat Shah Jalal International Airport, Dhaka;
10. Assistant Manager, Office of the Finance & Accounts, Teletalk Bangladesh Limited;
11. Assistant Manager (Additional Responsibility), Office of the Admin, Teletalk Bangladesh Limited;
12. ., Personal File and
13. ., Office Copy.



06-05-2025

Md. Humayun Kabir

Deputy General Manager(Admin)