



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



Record Number: 14.35.0000.000.020.31.0082.18.910

Date: 24/09/2026

Office Order

As per Government Order Number-14.00.0000.000.001.25.0006.17.724, Date: 06.09.2026, the following officials of Teletalk Bangladesh Ltd. will participate in the “Factory inspection/Test” conducted by ZTE Corporation for “Supply, Installations & Integration of Transmission Equipment (SDH, DWDM, and Spare Parts and etc.)” under “Expansion of Teletalk’s Network up to Rural Areas and Network Readiness for 5G Services” Project. They will conduct the Factory Inspection/Test according to the following time schedule and location.

Sl.	Name, Designation & Department	Factory Location	Duration (Excluding Travel Time)
01	a) Shirin Akther ID: 2210091 Additional General Manager (Deputation) Company Secretariat Department (Main Charge) And Admin Department (Additional charge) Passport No. E00163414 b) Mohammad Faisal Karim ID: 1210278 Assistant Project Director “Expansion of Teletalk’s Network up to Rural Areas and Network Readiness for 5G Services” Project (Main Charge) Passport No. A07963366 c) Md. Mamun Molla ID: 1210644 Deputy Manager MD Office (Main Charge) Passport No. A00239248	China	28 September 2026 to 05 October 2026 Or nearest convenient time

The Terms and Conditions are mentioned below:

- All the expenses regarding this tour will be borne by ZTE Corporation as per contract;
- The period of accomplishing the Factory Inspection/Test including transit will be treated as on duty;
- They will draw their usual pay and allowances from Bangladesh in local currency;
- They will 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.

2. Ms. Shirin Akther, Additional General Manager, Company Secretariat Department (Main Charge) And Admin Department (Additional charge) will be released after handing over her responsibility of Additional General Manager, Company Secretariat Department to Mr. Mohammad Monsur Rahman, Additional General Manager, IT & Billing Department and also relinquishing her responsibility of Additional General Manager, Admin Department. Mr.

Mohammad Monsur Rahman, Additional General Manager, will look after the above-mentioned responsibility in addition to his main and additional responsibilities.

3. Mr. Mohammad Faisal Karim, Assistant Project Director, "Expansion of Teletalk's Network up to Rural Areas and Network Readiness for 5G Services" Project (Main Charge), Deputy General Manager, System Operations (Dhaka) Department (Additional Charge) and Deputy General Manager, Planning & Implementation Department (Additional Charge) will be released through local arrangement.

4. Mr. Md. Mamun Molla, Deputy Manager, Office of the Managing Director(Main Charge), "Expansion of Teletalk's Network up to Rural Areas and Network Readiness for 5G Services" Project (Additional Charge), and "Expansion of Teletalk's Mobile Broadband Network in Coastal, Hill tracts and other Hard to Reach Areas" Project will be released through local arrangement.

5. 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.



24-09-2026

Md. Ruhul Quddus
General Manager (Admin)

E-

mail : ruhul.quddus@teletalk.com.
bd

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(17)

Date: 24/09/2026

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

1. Secretary, Office of Secretary , ptd.
2. Concern Head of the Department and Project Director, Teletalk Bangladesh Limited.
3. Ms. Shirin Akhter, Additional General Manager, Office of the tCompany Secretariat, Teletalk Bangladesh Limited.
4. Mr. Mohammad Monsur Rahman, Additional General Manager (IT & Billing), Office of IT & Billing, Teletalk Bangladesh Limited.
5. Controller of Foreign Currency, Bangladesh Bank, Head Office, Dhaka.
6. Chief Accounts & Finance Officer, T&T, Segunbagicha, Dhaka.
7. Mr. Mohammad Faisal Karim, Assistant Project Director, Office of the 5G Readiness Project, Teletalk Bangladesh Limited.
8. Deputy General Manager (PS to MD), Office of the Managing Director, Teletalk Bangladesh Limited.
9. Mr. Mohammad Zahed Ali, Deputy Account Director, ZTE Corporation.
10. Mr. Syadul Fardaus, Senior Manager, Office of IT & Billing, Teletalk Bangladesh Limited.
11. Mr. Md. Mamun Molla, Deputy Manager, Office of the Managing Director, Teletalk Bangladesh Limited.
12. Mrs. Hosnara Khanam, Deputy Manager, Office of the Admin, Teletalk Bangladesh Limited.
13. Mrs. Sadia Nawreen, Deputy Manager, Office of the Admin, Teletalk Bangladesh Limited.
14. Immigration Officer, Hazrat Shah Jalal International Airport, Dhaka.
15. Mrs. Sabrina Tania, Assistant Manger, Office of the Admin, Teletalk Bangladesh Limited.

16. ., Personal File.

17. ., Office Copy.



A handwritten signature in black ink, appearing to read 'Humayun'.

24-09-2026

Md. Humayun Kabir
Deputy General Manager(Admin)