



# রূপালী ব্যাংক সিকিউরিটিজ লিমিটেড RUPALI BANK SECURITIES LIMITED

Quality Comes First

Fully Owned Subsidiary of Rupali Bank Limited

## HR & Admin Department Head Office

Ref: RBSL/HO/HR & Admin/2025/ 040  
Date: December 21, 2025

### OFFICE ORDER

The competent authority has accorded permission to **Mr. Ramen Kumar Basak**, ID No.: P-01-171214, Rupali Bank Securities Limited, Head Office, Dhaka to visit India (for his Own Treatment) for 05 (Five) days ordinary leave (Outside Bangladesh) from 23.12.2025 or later from the date of commencement of the leave (including travel time) with due permission under the following terms and conditions:

#### Terms & Conditions:

2. a) Applicant has to bear all expenses of the proposed visit. There will be no financial involvement of Rupali Bank Securities Limited.
- b) It will be treated as "Leave Outside Bangladesh".
- c) Staying abroad over the sanctioned period without any Logical reason will be treated as "Leave without Pay".
2. After availing the approved leave, he/she has to join his/her own office and send availed leave information to HR & Admin Department, Head Office, Dhaka.
3. This sanction letter will remain valid for 03 (three) months from the date of issuance.

**Mr. Ramen Kumar Basak**  
Senior Officer  
Head Office, Dhaka.  
Passport No. A13136057

-Sd-  
**(Sikder Faruk A Azam)**  
GM & Chief Executive Officer  
Phone: 02223389839  
E-mail: [ceo@rbsl.com.bd](mailto:ceo@rbsl.com.bd)

#### Copy forwarded for kind information & necessary action to (Not in order of seniority):

- 1) Chief Operating Officer, Rupali Bank Securities Limited.
- ✓ 2) Immigration Officer, Hazrat Shahjalal (R) International Airport/Land Port (all), Bangladesh.
- 3) Managing Director, Dhaka Stock Exchange Limited, Dhaka.
- 4) The Chairman, Bangladesh Securities and Exchange Commission.
- 5) Mr. Ramen Kumar Basak, ID No.: P-01-171214, Rupali Bank Securities Limited, Head Office, Dhaka.
- 6) Personal File.

**(Ratan Kumar Somadder)**  
Head of HR & Admin  
Phone: 02223384084  
E-mail: [info@rbsl.com.bd](mailto:info@rbsl.com.bd)