



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/2023/ 012

Date: June 06, 2023

OFFICE ORDER

The competent authority has accorded permission to **Mr. Abu Hena Mostafa Kamal**, ID No.: P-01-011715, Rupali Bank Securities Limited, Head Office, Dhaka to visit India (for Treatment of his Wife) for 05 (five) days ordinary leave (Outside Bangladesh) from 18.06.2023 or later from the date of commencement of the leave (including travel time) with due permission under the following terms and conditions:

Terms & Conditions:

- 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.

Abu Hena Mostafa Kamal
Chief Operating Officer & AGM
Head Office, Dhaka.
Passport No. EF0928200

(Md. Farhad Hossain Khan)
Chief Executive Officer
Phone: 02223389839
E-mail: ceo@rbsl.com.bd

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

1. Managing Director & CEO, Rupali Bank 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. Abu Hena Mostafa Kamal, ID No. P-01-010715, 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