



অগ্রণী এসএমই ফাইন্যান্সিং কোম্পানী লিমিটেড
Agrani SME Financing Company Limited

(অগ্রণী ব্যাংক পিএলসি. এর মালিকানাধীন অ-ব্যাংক আর্থিক প্রতিষ্ঠান)

Company/admin/2024/ 2443

Head Office

Alamin Centre (Level-6)
25/A, Dilkusha C/A, Motijheel
Dhaka-1000, Bangladesh.
Phone : 02-9511803-4
E-mail : asfclbd@gmail.com

Date: 19/12/2024

OFFICE ORDER

The Board of Director of Agrani SME Financing Company Limited, a wholly owned NBFIs and subsidiary of state owned Agrani Bank PLC. Vide it's memo No: 67/2024 has permitted Md. Muzahidul Islam Zoarder, Passport no: A07378014, General Manager, Agrani SME Financing Company Limited, Dhaka to visit UK for Family tour for 15 (fifteen) days leave with full pay from 23/12/2024 or from the date of travelling under the following terms and conditions:

Terms and Conditions

- All the cost relating to the visit will be borne by own source and there will be no financial involvement of Agrani SME Financing Company Limited. or Govt. of Bangladesh.
- The above Sanctioned leave will be adjusted from the earn leave.
- There is no scope to stay abroad more than the approval period.
- This permission letter will be valid for 90 (ninety) days.
- On completion of the journey, a statement has to be submitted to Human Resources Division regarding the duration and expenses of that journey.

Sd/-

(Md. Zahidul Haque)
Chief Executive Officer

General Manager & Company Secretary
Agrani SME Financing Company Limited.
Dhaka.

C.C (not in order of seniority):

01. General Manager & Head of HR, Agrani SME Financing Company Limited, Head Office, Dhaka.
02. Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.
03. Personal File
04. Office copy

Chief Executive Officer
Mobile no : 01713-206825