



সোনালী ব্যাংক লিমিটেড
SONALI BANK LIMITED

PERSONNEL MANAGEMENT DIVISION
OFFICER MANAGEMENT DEPARTMENT
(SECTION-2)

Head Office, Dhaka-1000
Bangladesh.
Phone: 9550426-34
Fax-88-02-9561409
E-mail:dgmpmd@sonalibank.com.bd
Dy. General Manager
Phone: 9564515

NO.PMD/OMD/SEC-2/(PF-08435)/

Mr. Prohlahd Chandra Sarkar (G-16677),
(Passport No-OC 6085214),
Principal Officer,
Inspection and Audit Division-2,
Sonali Bank Limited,
Head Office, Dhaka,
Bangladesh.

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১. প্রাপ্তি তারিখ	২৭/৯/১৬
২. প্রাপ্তি স্থান	১৬৬৭৭
৩. প্রাপ্তি কারণ	৩০ দিনের ছুটি
৪. প্রাপ্তি স্থান	ভারত
৫. প্রাপ্তি সময়	২৭/৯/১৬
৬. প্রাপ্তি স্থান	ভারত
৭. প্রাপ্তি কারণ	৩০ দিনের ছুটি
৮. প্রাপ্তি স্থান	ভারত
৯. প্রাপ্তি সময়	২৭/৯/১৬
১০. প্রাপ্তি স্থান	ভারত

ডেপুটি ম্যানেজার

Dated :27 September, 2016.

Subject : Permission of 30 (Thirty) days leave (OutsideBangladesh) with full pay to visit in India.

Dear Sir,

Reference letter No.a-584 dated the 14th August, 2016 of Inspection and Audit Division-2, Sonali Bank Limited, Head Office, Dhaka on the captioned subject.

We have to advise that in consideration of your application and recommendation of Inspection and Audit Division-2, Sonali Bank Limited, Head Office, Dhaka the authority has sanctioned 30(Thirty) days leave (outside Bangladesh) with full pay from the date of availing with a permission to visit to religious, historical, conspicuous places and meet with relatives in India under the following terms & conditions:-

Conditions:-

- 1)You will have to bear all expenses of the visit. There will be no financial involvement of Sonali Bank Limited/Govt. of Bangladesh.
- 2)This permission will be treated as station Leave outside Bangladesh.
- 3)Staying abroad over the permitted leave is strictly prohibited.

Yours faithfully,

Sd/-

(Tauhidul Islam)

Assistant General Manager.

Phone: 02-9551121

copy forwarded for kind information & necessary action to :-

- 1.Deputy General Manager, Sonali Bank Limited, Inspection and Audit Division-2, Sonali Bank Limited, Head Office, Dhaka.
- 2.Director, Hazrat Shahjalal (Rh.) International Airport, Dhaka.
- 3.Deputy General Manager, Information Technology Division-2, Sonali Bank Limited, Head Office, Dhaka.They are requested to upload the Leave (Outside Bangladesh) sanction letter in the Bank's website.
- 4.Immigration Officer, Hazrat Shahjalal(Rh.) International Airport, Dhaka/ Benapole, Jessore/ Hili, Joypurhat, Bangladesh/All Land Ports, Bangladesh.

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Assistant General Manager.