



সোনালী ব্যাংক লিমিটেড

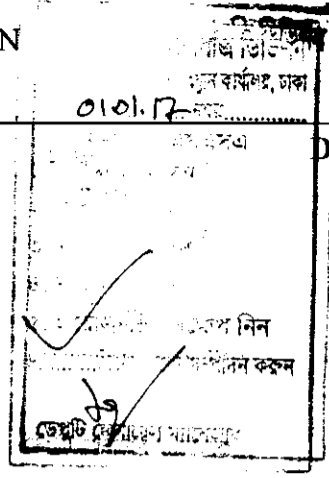
SONALI BANK LIMITED
PERSONNEL MANAGEMENT DIVISION
(SECTION-4)

Head Office, Motijheel
Dhaka-1000, Bangladesh
Phone: 88-02-9551121
Fax : 88-02-9573765

No. PMD/SEC-4/PF- 22500/ 17565

Dated: 31 December, 2016.

Mohammad Monirul Hoque (G-34158)
Officer
Passport No: OC 6139861
Sonali Bank Limited
Bangabondhu Avenue Corporate Branch
Dhaka.



Subject: Sanction of 15 (Fifteen) days leave (Outside Bangladesh) with full pay to visit Saudi Arabia to perform Holly Umrah Hazz.

Dear Sir,

Reference letter no. 2729 dated the 26th December, 2016 of Sonali Bank Limited, Bangabondhu Avenue Corporate Branch, Dhaka on the captioned subject.

We advise that, In consideration of your application and recommendation of Sonali Bank Limited, Bangabondhu Avenue Corporate Branch, Dhaka the authority has sanctioned 15 (Fifteen) days leave (Outside Bangladesh) with full pay from the date of availment with a permission to visit Saudi Arabia to perform Holly Umrah Hazz under the following terms and conditions:

Conditions:

1. You will have to bear all expenses of the proposed visit. There will be no financial involvement of Sonali Bank Limited/Govt. of Bangladesh .
2. It will be treated as 'Leave Outside Bangladesh.
3. Stay abroad over the sanctioned leave will not be allowed.
4. This sanction letter is valid for 03 (Three) months from the date of issue.

Yours Faithfully
Sd/-
(Md. Sirajul Islam)
Assistant General Manager

Copy forwarded for kind information and necessary action :

1. Deputy General Manager, Sonali Bank Limited, IT Division-2, Head Office, Dhaka.
2. Deputy General Manager, Sonali Bank Limited, Bangabondhu Avenue Corporate Branch, Dhaka.
3. Immigration Officer, Hazrat Shahjalal (Rh) International Airport, Dhaka.
4. Immigration Officer, All Land ports/ All other International airports, Bangladesh.
5. Personal File / Master Copy.

Assistant General Manager
MD. SIRAJUL ISLAM
Assistant General Manager
Personnel Management Division (Sec.3/4)
Sonali Bank Limited
Head Office, Dhaka.