



সোনালী ব্যাংক লিমিটেড

SONALI BANK LIMITED

Head Office

Motijheel

Dhaka.

Personnel Management Division

Officer Management Department(Sec-1)

E-Mail : dgmpmd@sonalibank.com.bd

☎ : 9564515, 9551121, 01787695513

NO. PMD/OMD/SEC-1/PF(O-12923)/ 17669

Dated : 29 December, 2016

Mr. Kajal Chandra Dey (C-15611)

Senior Principal Officer

Inspection & Audit Division-1

Sonali Bank Limited

Head Office

Dhaka.

Dear Sir,

Subject : **Sanction of 50 days leave (outside Bangladesh) with full pay to visit India.**

02/01/17

29/12/16

Mr. Kajal Chandra Dey

29/12/16

Reference may please be made to the letter no. 2013 dated 15 December, 2016 of Inspection & Audit Division-1, Sonali Bank Limited, Head Office, Dhaka on the captioned subject.

We have to advise you that in consideration of your application and divisional recommendation, the authority has sanctioned 50 days leave (outside Bangladesh) including transit period from 02 February, 2017 or from the date of availing with a permission to visit 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 & Government of Bangladesh.
- 2) It will be treated as leave outside Bangladesh.
- 3) Over stay in abroad will not be allowed.
- 4) This sanction letter will remain valid for 3 (three) months from the date of issue.

Yours Faithfully,

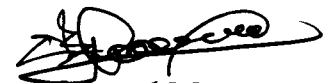
S/d-

(Tauhidul Islam)

Assistant General Manager

Copy forward for kind information & necessary action to:

- 01) The Deputy General Manager, Inspection & Audit Division-1, Sonali Bank Limited, Head Office, Dhaka.
- 02) The Deputy General Manager, Information Technology Division-2, Sonali Bank Limited, Head Office, Dhaka. They are requested to upload the letter in the Bank's website.
- 03) Immigration Officer, All Airports/ All Landports, Bangladesh.


Assistant General Manager

Tauhidul Islam
Assistant General Manager
Personnel Management Division
Sonali Bank Limited
Head Office, Dhaka.