



সোনালী ব্যাংক লিমিটেড
SONALI BANK LIMITED

PERSONNEL MANAGEMENT DIVISION
OFFICER MANAGEMENT DEPARTMENT
(SECTION-2)

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Bangladesh.
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Deputy General Manager
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NO.PMD/OMD/SEC-2/(PF-19573)/2583

HOSNE ARA SULTANA (G-27614),
(Passport No-OC 6075903),
Principal Officer,
Sonali Bank Limited,
General Manager's Office, Khulna,
Bangladesh.

ইনফরমেশন টেকনোলজি ডিভিশন
সোনালী ব্যাংক লিমিটেড, প্রধান কার্যালয়, ঢাকা
তারিখ: ৭৫ মাস: Dated: 28 February, 2017
সংস্করণ: ১/২/ এনএসএ

১. উপস্থাপন করণ	
২. আবেদন করণ	
৩. প্রাপ্ত অবধি দিন	
৪. মনিটরিং করণ	
৫. পরোক্ষীয় পদক্ষেপ নিম	
৬.দিনের মধ্যে সম্মতন করণ	

ডেপুটি ম্যানেজিং ম্যানেজার

[Handwritten signatures and initials]

Subject : Sanction of 75 (Seventy Five) days leave (Outside Bangladesh) with full pay to visit in Australia.

Dear Sir,

Reference letter No. 587 dated the 07 February, 2017 of General Manager's Office, Khulna on the captioned subject.

We have to advise that in consideration of your application and recommendation of General Manager's Office, Khulna the authority has sanctioned 75 (Seventy Five) days leave (outside Bangladesh) with full pay from the date of availing with a permission to visit in Australia under the following terms & conditions:-

- You will have to bear all expenses of the visit. There will be no financial involvement of Sonali Bank Limited/Government of Bangladesh.
- This sanctioned leave will be treated as Leave outside Bangladesh.
- Staying abroad over the sanctioned leave is strictly prohibited.**
- This sanctioned letter will remain valid for 03(three) months from the date of issue.

Yours faithfully,
Sd/-

(Tauhidul Islam)
Assistant General Manager
Phone: +8802-9551121

Copy forwarded for kind information & necessary action to:-

- General Manager, Sonali Bank Limited, General Manager's Office, Khulna.
- Director, Hazrat Shahjalal (Rh.) International Airport, Dhaka.
- 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.
- Immigration Officer, Hazrat Shahjalal (Rh.) International Airport, Dhaka, Bangladesh.

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