



সোনালী ব্যাংক লিমিটেড
SONALI BANK LIMITED
PERSONNEL MANAGEMENT DIVISION
(SECTION-3)

Head Office, Motijheel C/A.,
Dhaka-1000. Bangladesh.

Phone : 88-02-9551121

Fax-88-02-9573765

No.PMD/SEC-3/PF/PO-17445/4082

Dated:-22th March, 2017

MD.RABIUL ISLAM (G-28798)

Passport No: BL 0269530

Senior Officer

Sonali Bank Limited

B.I.S.E Branch

Jessore

23/03/17
2431

Subject : Sanction of 20 (Twenty) days leave (Outside Bangladesh) with full pay to visit India

Dear Sir,

We have the pleasure to advise you that in consideration of your prayer and recommendation of Sonali Bank Limited, General Manager's Office, Khulna the authority has sanctioned 20 (Twenty) days leave (Outside Bangladesh) with full pay from the date of avilment with a permission to visit the religious/conspicuous places in India under the following terms and conditions :

Conditions :

- (1) You 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) **Staying abroad over the sanctioned period will not be allowed.**
- (4) This sanction letter will remain valid for 03 (Three) months from the date of issue.

Yours faithfully,

Sd/-

(Md.Sirajul Islam)

Assistant General Manager.

Copy forwarded for kind information & Necessary action:

01. General Manager, Sonali Bank Limited, General Manager's Office, Khulna. It has a reference to their letter no.987 dated the 06th March, 2017.
02. Deputy General Manager, Information Technology Division-2, Sonali Bank Limited, Head Office, Dhaka.
03. Deputy General Manager, Sonali Bank Limited, Principal Office, Jessore.
04. Manager, Sonali Bank Limited, B.I.S.E branch, Jessore. They are requested to send his joining report after avilment of leave.
05. Immigration Officer, Hazrat Shahjalal (Rh) International Airport , Dhaka, Bangladesh.
06. Immigration Officer, All Land Ports/ All other International Aitports of Bangladesh.
07. Personal File/Office Copy/ Master Copy/Email Copy

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