



সোনালী ব্যাংক লিমিটেড  
SONALI BANK LIMITED  
PERSONNEL MANAGEMENT DIVISION  
(SECTION-4)

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

Phone : 88-02-9551121

Fax-88-02-9573765

No.PMD/SEC-4/PF/PO-22381/4535

Dated:-29<sup>th</sup> March, 2017

ANJANA PARIAL (G-33303)  
Passport No: BN 0430748  
Officer  
Sonali Bank Limited  
Agrabad Corporate Branch  
Chittagong

ইনফরমেশন টেকনোলজি ডিভিশন
সোনালী ব্যাংক লিমিটেড, প্রধান কার্যালয়, ঢাকা
তারিখ: 2/8
এজিএম-3/2/ এসএসএ
১. উদ্দেশ্য/পদ/কর্তব্য
২. আবেদন/কর্তব্য
৩. প্রকৃত অবস্থা/নিম্ন
৪. বর্ণিত/কর্তব্য
৫. প্রয়োজনীয় পদক্ষেপ/নিম্ন
৬. ...দিনের মধ্যে সুসংগঠিত করুন
ডেপুটি জেনারেল ম্যানেজার

2512  
Mr. Faruk  
asim

**Subject : Sanction of 15 (Fifteen) 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, Chittagong the authority has sanctioned 15 (Fifteen) days leave (Outside Bangladesh) with full pay from the date of availment with a permission to visit the religious 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, Chittagong. It has a reference to their letter no.1202 dated the 01<sup>st</sup> March, 2017.
02. Deputy General Manager, Information Technology Division-2, Sonali Bank Limited, Head Office, Dhaka.
03. Deputy General Manager, Sonali Bank Limited, Agrabad Corporate Branch, Chittagong. They are requested to send her joining report after availment of leave.
04. Immigration Officer, Hazrat Shahjalal (Rh) International Airport , Dhaka, Bangladesh.
05. Immigration Officer, All Land Ports,/ All other International Aitports of Bangladesh.
06. 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.