



সোনালী ব্যাংক লিমিটেড

SONALI BANK LIMITED

PERSONNEL MANAGEMENT DIVISION

(SECTION-4)

Head Office, Motijheel
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No. PMD/SEC-4/PF- 18904/4556

Dated: 04 April, 2017

Arafatun Zannat
Officer (C-43497).

Passport No: BN 0318568

Sonali Bank Limited

Principal Office

Mirpur.

সোনালী ব্যাংক লিমিটেড
সোনালী ব্যাংক লিমিটেড
তথ্য: অপ
এক্সিট-১
১. উপস্থাপিত পত্র
২. স্বাক্ষর করা
৩. প্রাপ্ত করা
৪. মর্মেত করা
৫. প্রয়োজনীয় পত্রাদান করা
৬. নিম্ন বর্ণিত পত্রাদান করা
ডেপুটি ম্যানেজার

২৭৭

Mr. Sirajul Islam

Subject: Sanction of 10(Ten) days leave (Outside Bangladesh) with full pay to visit the holy & spectacular places in Thailand.

Dear Sir,

Reference letter no. 1132 dated the 06th March, 2017 of General Manager's Office, Dhaka-2 on the captioned subject.

We advise that in consideration of your application and recommendation of General Manager's Office, Dhaka-2, the authority has sanctioned 10(Ten) days leave (Outside Bangladesh) with full pay from the date of availment with the permission to visit the holy & spectacular places in Thailand 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. Staying abroad over the sanctioned leave will not be allowed.
4. This sanction letter will remain valid for 03 (Three) months from the date of issuance.

Yours Faithfully,

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

Copy forwarded for kind information and necessary action :

1. General Manager, Sonali Bank Limited, General Manager's Office, Dhaka-2.
2. Deputy General Manager, Information Technology Division-2, Sonali Bank Limited, Head Office, Dhaka.
3. Deputy General Manager, Sonali Bank Limited, Principal Office, Mirpur, Dhaka.
4. Immigration Officer, Hazrat Shahjalal (Rh) International Airport, Dhaka.
5. Immigration Officer, All Land ports/All Other International Airports, Bangladesh.
6. 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.