



সোনালী ব্যাংক লিমিটেড
SONALI BANK LIMITED

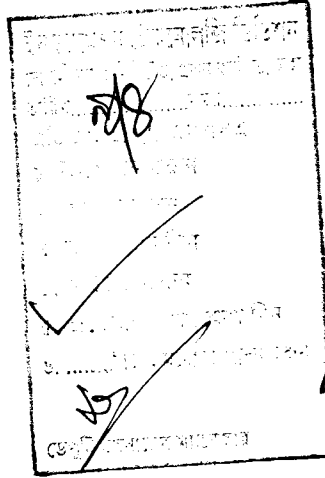
PERSONNEL MANAGEMENT DIVISION
(SECTION-5)

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No.PMD/SEC-5/PF/OC-9656 / 5154

Dated : 06 April, 2017

Mr. Jagadish Chandra Mohanta
Officer Cash
(Passport No. BK 0962980)
Sonal Bank Limited
Panchbibi Branch
Joypurhat.



Subject : Sanction of 25 (Twenty Five) days leave (Outside Bangladesh) with full pay to Visit India : Mr. Jagadish Chandra Mohanta (C-40513), Officer Cash, Sonali Bank Limited, Panchbibi Branch, Joypurhat.

Dear Sir,

Reference letter No. 1407 dated the 20th March, 2017 of General Manager's Office, Rajshahi on the captioned subject.

It may kindly be advised that in consideration of your prayer and recommendation of General Manager's Office, Rajshahi, the authority has sanctioned 25 (Twenty Five) days full pay leave (Outside Bangladesh) from the date of availment with a permission to visit India for religious purpose under the following terms & 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) This sanctioned leave will be treated as 'Leave Outside Bangladesh'.
- (3) Over staying is strictly prohibited.
- (4) This sanction letter is valid for 3 (Three) months from the date of issue.

Yours faithfully,

Sd/-

(Abdul Awal Bhuiyan)

Assistant General Manager.

Copy forwarded for kind information & necessary action :

01. General Manager, Sonali Bank Limited, General Manager's Office, Rajshahi.
02. 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.
03. Assistant General Manager, Sonali Bank Limited, Regional Office, Joypurhat. **Please send the joining report of the related officer specifying the date of leave availment .**
04. Manager, Sonali Bank Limited, Panchbibi Branch, Joypurhat.
05. Immigration Officer, All Airport, All Landport, Bangladesh.
06. Personal File.


Assistant General Manager.