



সোনালী ব্যাংক লিমিটেড

**SONALI BANK LIMITED
PERSONNEL MANAGEMENT DIVISION
(SECTION-4)**

Head Office, Motijheel
Dhaka-1000, Bangladesh
Phone: 88-02-9551121
Fax : 88-02-9573765

No. PMD/SEC-4/PF-22408/ 6733

Dated: 25 April, 2017.

**Anil Chandra Roy (G-32104)
Officer
Passport No: BN 0268875
Sonali Bank Limited
Kahalore Branch
Dinajpur.**

ইনফরমেশন টেকনোলজি ডিভিশন
সোনালী ব্যাংক লিমিটেড, প্রধান কার্যালয়, ঢাকা
তারিখ: ২৫/৪/১৭
এডি ওন-১/২/ এসএসএ
১. উপস্থাপন করুন
২. জারি করুন
৩. ফুট জরুরি দিন
৪. নথিভুক্ত করুন
৫. প্রয়োজনীয় পদক্ষেপ নিন
৬. ...
ডেপুটি ম্যানেজার

Subject: Sanction of 30 (Thirty) days leave (Outside Bangladesh) with full pay to visit Holy places in India .

Dear Sir,

Reference letter no. 2299 dated the 28th March, 2017 of Sonali Bank Limited, General Manager's Office, Rangpur on the captioned subject.

We advise that, In consideration of your application and recommendation of Sonali Bank Limited, General Manager's Office, Rangpur the authority has sanctioned 30 (Thirty) days leave (Outside Bangladesh) with full pay from the date of availment with a permission to visit Holy places in India 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. Stay abroad over the sanctioned leave 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 and necessary action :

1. General Manager, Sonali Bank Limited, General Manager's Office, Rangpur.
2. Deputy General Manager, Sonali Bank Limited, IT Division-2, Head Office, Dhaka.
3. Deputy General Manager, Sonali Bank Limited, Principal Office, Dinajpur.
4. Immigration Officer, Hazrat Shahjalal (Rh) International Airport, Dhaka.
5. Immigration Officer, All Land ports/ All other International airports, Bangladesh.
6. Manager, Sonali Bank Limited, Kaharole Branch, Dinajpur.
7. Personal File / Officer Copy/E-mail Copy/ Master Copy.

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