



সোনালী ব্যাংক লিমিটেড

SONALI BANK LIMITED
PERSONNEL MANAGEMENT DIVISION
(SECTION-4)

Head Office, Motijheel
Dhaka-1000, Bangladesh
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No. PMD/SEC-4/PF- 19686/ 17115

Mohammad Mizanur Rahman Bhuiyan (G-27933)
Officer
Passport No: OC 4067515
Information and Technology Division-2
Sonali Bank Limited
Head Office, Dhaka

ইনফরমেশন টেকনোলজি ডিভিশন
সোনালী ব্যাংক লিমিটেড, প্রধান কার্যালয়, ঢাকা
তারিখ: 20/12/16
এজিএম-১/২/ এসএসএ
১. উপস্থাপন করুন
২. আলোচনা করুন
৩. স্মৃত্তি আদায় নিন
৪. দাখিল করা করুন
৫. প্রয়োজনীয় পদক্ষেপ নিন
৬.দিনের মধ্যে সম্পাদন করুন
ডেপুটি ম্যানেজিং অফিসার

D220

Dated: 19 December, 2016.

Subject: Sanction of 15 (Fifteen) days leave (Outside Bangladesh) with full pay to visit Holy places in India .

Dear Sir,

Reference letter no. 3444 dated the 11Th December, 2016 of Information and Technology Division-2, Sonali Bank Limited, Head Office, Dhaka on the captioned subject.

We advise that, In consideration of your application and recommendation of Information and Technology Division-2, Sonali Bank Limited, Head Office, Dhaka the authority has sanctioned 15 (Fifteen) 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 is valid for 03 (Three) months from the date of issue.

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

Copy forwarded for kind information :

1. Deputy General Manager, Sonali Bank Limited, IT Division-2, Head Office, Dhaka.
2. Immigration Officer, Hazrat Shahjalal (Rh) International Airport, Dhaka.
3. Immigration Officer, All Land ports/ All other International airports, Bangladesh.
4. 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.