



No.HRMD/SEC-3/PF/SO - 21280/2590

Date: 27 March 2024

DEBASHISH BASAK (G-34669)

Passport No. A05486166

Senior Officer (IT)

Sonali Bank PLC

Pulhat Branch, Dinajpur

Bangladesh.

Subject : Sanction of 10 (Ten) days' leave (Outside Bangladesh) with full pay pay to visit India.

Dear Sir

We have the pleasure to advise that in consideration of your application and recommendations of Sonali Bank PLC, General Manager's Office, Dinajpur vide their letter no. 671 dated 28 February 2024 the authority has sanctioned 10 (Ten) days' leave outside Bangladesh with full pay including transit period and government/weekly holidays from the date of avail with permission to visit India under the following terms and conditions :

- (1) You will have to bear all expenses of the proposed visit;
- (2) There will be no financial involvement of Sonali Bank PLC/Government of Bangladesh;
- (3) Staying abroad over the sanctioned leave will not be allowed; and
- (4) This sanction letter is valid for 03 (three) months from the date of issue.

Yours faithfully

(Masud Ahmed Khan)

Assistant General Manager

Assistant General Manager
Human Resource Management Division
Sonali Bank PLC
Head Office, Dhaka.



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Yours faithfully

Sd/-

(Masud Ahmed Khan)

Assistant General Manager

01. General Manager Sonali Bank PLC, General Manager's Office, Dinajpur.
02. Deputy General Manager, Sonali Bank PLC, Principal office, Dinajpur.
03. Manager, Pulhat Branch, Dinajpur. They are requested to send his joining report after avail of leave.
04. Immigration Officer, All International Airports/Landports of Bangladesh.
05. Md Asraf Ali (G-48534), Senior Officer, Sonali Bank PLC, Pulhat Branch, Dinajpur.


Assistant General Manager

Masud Ahmed Khan
Assistant General Manager
Human Resource Management Division
Sonali Bank PLC
Head Office, Dhaka.

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