



সোনালী ব্যাংক লিমিটেড
SONALI BANK LIMITED

PERSONNEL MANAGEMENT DIVISION
OFFICER MANAGEMENT DEPARTMENT
(SECTION-2)

Head Office, Dhaka-1000
Bangladesh.
Phone: 9550426-34
Fax-88-02-9561409
E-mail:dgmpmd@sonalibank.com.bd
Dy. General Manager
Phone: 9564515

NO.PMD/OMD/SEC-2/(PF-13376)/

Mr. Samir Kumar (G-37398),
(Passport No-OC3159161),
Principal Officer,
Sonal Bank Limited,
Daulatpur Corporate Branch,
Khulna,
Bangladesh.

১. উদ্দেশ্য	✓
২. তারিখ	✓
৩. স্থান	✓
৪. পদ	✓
৫. বয়স	✓
৬. শিক্ষা	✓
৭. অভিজ্ঞতা	✓
৮. অন্যান্য	✓
৯. মন্তব্য	✓
১০. সিদ্ধান্ত	✓

Dated : 24 October, 2016.

9808
Mr. Samir
WLD

Subject : Sanction of 30(Thirty) days leave (Outside Bangladesh) for your child's treatment with full pay to visit in India.

Dear Sir,

Reference letter No.4520 dated the 27th September, 2016 of General Manager's Office, Khulna on the captioned subject.

We have to advise that in consideration of your application and recommendation of General Manager's Office, Khulna the authority has sanctioned 30 (Thirty) days leave (outside Bangladesh) for your child's treatment with full pay from the date of availment with a permission to visit in India under the following terms & conditions:-

Conditions :-

- 1) You will have to bear all expenses of the 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) **Staying abroad over the sanctioned leave is strictly prohibited.**
- 4) This sanctioned letter will remain valid for 03(three) months from the date of issue.

Yours faithfully,
Sd/-

(Tauhidul Islam)
Assistant General Manager

copy forwarded for kind information & necessary action to :-

1. General Manager, Sonali Bank Limited, General Manager's Office, Khulna.
2. Director, Hazrat Shahjalal (Rh.) International Airport, Dhaka.
3. 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.
4. Deputy General Manager, Sonali Bank Limited, Daulatpur Corporate Branch, Khulna.
5. Immigration Officer, Hazrat Shahjalal(Rh.) International Airport, Dhaka/ Benapole, Jessore, Bangladesh/All Land Ports, Bangladesh.

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10287

Tauhidul Islam
Assistant General Manager
Personnel Management Division
Sonal Bank Limited
Head Office Dhaka