



সোনালী ব্যাংক লিমিটেড

SONALI BANK LIMITED

Head Office  
Motijheel  
Dhaka.

Personnel Management Division  
Officer Management Department(Sec-1)  
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Phone: 9564515, 9551121, 0178769551

১. উপস্থাপন করুন	২. অনুমতি করুন
৩. প্রত্যাখ্যান করুন	৪. নথিভুক্ত করুন
৫. প্রয়োজনীয় নথি সংগ্রহ দিন	৬. নির্দিষ্ট সময়ের মধ্যে সিদ্ধান্ত গ্রহণ করুন

ডেপুটি সিনিয়র অফিসার

NO. PMD/OMD/SEC-1/PF(O-)/ 14004

Dated : 27 October 2016

Mr. Monir Ahmed (21821)  
Deputy General Manager  
Sonali Bank Limited  
Principal Office  
Rangamati.

9252

M. Shihab  
20.10.

Dear Sir,

Subject : **Sanction of 20 days leave (outside Bangladesh) with full pay to visit Thailand.**

Reference may please be made to the letter no. 4381 dated 22 September, 2016 of Sonali Bank Limited, General Manager's Office, Chittagong on the captioned subject.

We have the pleasure to advise you that in consideration of your application the Executive committee of the Board of Directors of Sonali Bank Limited in their 52th meeting held on 16 October, 2016 have cancelled the sanction of 20 days leave (outside Bangladesh) with a permission to visit India vide our letter no. 11423 dated 01 September, 2016 and sanctioned 20 days leave (outside Bangladesh) including transit period from the date of availing with a permission to visit Thailand 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 & Government of Bangladesh.
- 2) It will be treated as leave outside Bangladesh.
- 3) Over stay in abroad will not be allowed.
- 4) This sanction letter will remain valid for 3 (three) months from the date of issue.

As per approval of the authority Mr. M. M. Rashed Siddiki, Assistant General Manager, Sonali Bank Limited, Principal Office, Rangamati will take over the charges of the Principal Office temporarily during your leave period.

Yours Faithfully,

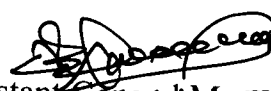
S/d-

(Tauhidul Islam)

Assistant General Manager

**Copy forward for kind information & necessary action to :**

- 01) The General Manager, Sonali Bank Limited, General Manager's Office, Chittagong.
- 02) The 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) The Deputy General Manager, Sonali Bank Limited, Principal Officer, Rangamati.
- 04) Mr. M. M. Rashed Siddiki, Assistant General Manager, Sonali Bank Limited, Principal Office, Rangamati.
- 05) Immigration Officer, All Airports/All Land Ports, Bangladesh.

  
Assistant General Manager  
Assistant General Manager  
Personnel Management Division  
Sonali Bank Limited  
Head Office. Dhaka.