



SONALI BANK PLC.

Credible & Smart

No. HRMD/SEC-8/OUTSIDE/SSSG-2/3294/9075

Dated: 13 November, 2023

SHAIKH SHOHIDUL ISLAM (G-41101)

Supporting Sub Staff Grade-2

(Passport No: A11471844)

Sonali Bank PLC.

Daulatpur College Road Branch

Khulna.

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

Dear Sir,

We have the pleasure to advise that in consideration of your application and recommendation of Sonali Bank PLC. General Manager's Office, Khulna vide their letter no 3369 dated 22-10-2023 the authority has sanctioned 30 (Thirty) days leave with full pay (Outside Bangladesh) including transit period and government weekly holidays from the date of avilment with a permission to visit India for treatment under the following terms & conditions:

Conditions:

- 1) You have to bear all expenses of the proposed visit. There will be no financial involvement of Sonali Bank PLC./ Govt. of Bangladesh.
- 2) This sanctioned leave will be treated as 'Leave outside Bangladesh'.
- 3) Over staying is strictly prohibited.
- 4) This sanction letter is valid for 03 (Three) months from the date of issue.

Yours faithfully,

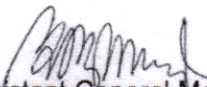
Sd/-

(Israt Jahan)

Assistant General Manager

Copy forwarded for kind information & necessary action:

1. General Manager, Sonali Bank PLC. General Manager's Office, Khulna.
2. Deputy General Manager, Sonali Bank PLC. Principal Office, Khulna.
3. Assistant General Manager, Sonali Bank PLC. Daulatpur College Road Branch, Khulna. **Please send the joining report of the related Staff specifying the date of leave avilment.**
4. Immigration Officer, All Airport / All Land port, Bangladesh.
5. Website Copy.
6. Personal File.


Assistant General Manager

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