



# Sonali Bank PLC.

*Credible and Smart*

No.HRMD/SEC-3/PF/SO-20127/1789

Date : 10 March 2025

KIRON CHANDRA SHILL (G-45831)  
Passport No. A02743119  
Senior Officer  
Sonali Bank PLC  
Rajshahi Cadet College Branch, Rajshahi  
Bangladesh.

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

We have the pleasure to advise that in consideration of your application and recommendations of Sonali Bank PLC, General Manager's Office, Rajshahi vide their letter no 698 dated 20 February 2025, the authority has sanctioned 20 (Twenty) days' leave outside Bangladesh with full pay including transit period and government /weekly holidays from the date of avail with permission to visit India as medical attendant 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

Sd/-

(Masud Ahmed Khan)

Assistant General Manager.

Copy forwarded for kind information & necessary action:

01. General Manager Sonali Bank PLC, General Manager's Office, Rajshahi.
03. Deputy General Manager, Sonali Bank PLC, Principal Office, Rajshahi.
04. Manager, Sonali Bank PLC, Rajshahi Cadet College Branch, Rajshahi. They are requested to send his joining report after avail of leave.
05. Immigration Officer, All International Airports/Landports of Bangladesh.
06. Master Copy /Personal File/Office Copy.

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

Assistant General Manager

<a href="http://www.sonalibank.com.bd">www: sonalibank.com.bd</a>	Human Resource Management Division (Sec-3) Head Office, Motijheel C/A.Dhaka-1000. Bangladesh. Phone : 88-02-223385529 E-Mail:l. dgmhrmd@sonalibank.com.bd,	Hot Line: 16639 Overseas+8809610016639
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Yours faithfully

  
(Masud Ahmed Khan)  
Assistant General Manager.

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

[www: sonalibank.com.bd](http://www.sonalibank.com.bd)

Human Resource Management Division (Sec-3)  
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