



Sonali Bank PLC

Credible and Smart

No. HRMD/SEC-5/OUTSIDE/SOC-10473/9659

Dated: 03 December 2023

FARID UDDIN (G-42617)
Senior Officer Cash
(Passport No: A01400470)
Sonali Bank PLC
Nikli Branch
Kishoregonj.

Subject: Sanction of 30 (Thirty) days leave (Outside Bangladesh) with full pay to visit India as Attendant of Wife's treatment.

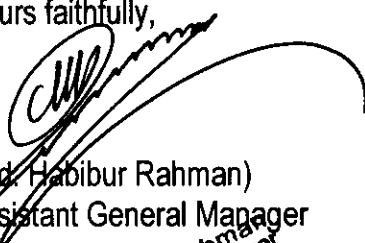
Dear Sir,

We have the pleasure to advise that in consideration of your application and recommendation of Sonali Bank PLC, General Manager's Office, Mymensingh vide their letter no 42617 dated 14/11/2023, the authority has sanctioned 30 (Thirty) days leave with full pay (Outside Bangladesh) including transit period and government weekly holidays from the date of availment with a permission to visit India as Attendant of your Wife's 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,


(Md. Habibur Rahman)
Assistant General Manager

Md. Habibur Rahman
Assistant General Manager
Human Resources Management Division
Sonali Bank PLC
Head Office, Dhaka.



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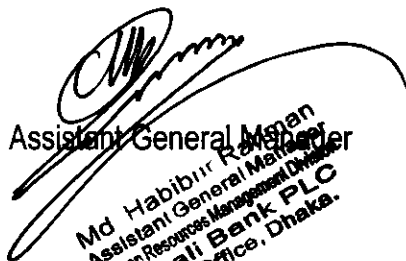
Yours faithfully,

Sd/-

(Md. Habibur Rahman)
Assistant General Manager

Copy forwarded for kind information & necessary action:

1. General Manager, Sonali Bank PLC, General Manager's Office, Mymensingh.
2. Deputy General Manager, Sonali Bank PLC, Principal Office, Kishoregonj. Please send the joining report of the related officer specifying the date of leave availment. As per your recommendation and consequent upon approval of the authority Mr. Md. Al Amin (G-49532), Officer Cash, Nikli Branch, Kishoregonj will take over the charge of Joint Custodian Cash temporarily during the leave of Mr. Farid Uddin (G-42617).
3. Manager, Sonali Bank PLC, Nikli Branch, Kishoregonj.
4. Immigration Officer, All Airport, All Land port, Bangladesh.
5. Personal File/Master Copy.


Assistant General Manager
Md. Habibur Rahman
Assistant General Manager
Human Resources Management Division
Sonali Bank PLC
Head Office, Dhaka.