



# Sonali Bank PLC

*Credible and Smart*

NO. HRMD/OMD/SEC-1/3382

Dated : 13 May 2025

Abul Bashar (42240)  
Senior Principal Officer  
Human Resource Management Division (Section-1)  
Sonali Bank PLC  
Head Office  
Dhaka, Bangladesh.

Subject: Permission to visit India for 15 days for medical treatment during mandatory recreation leave

Dear Sir,

Reference may please be made to your application dated 09 April 2025 on the captioned subject.

We have the pleasure to advise you that in consideration of your application, the Authority has permitted you to visit India for 15 days for medical treatment during mandatory recreation leave (14 June 2025 to 29 June 2025) including transit period under the following terms & conditions:

**Terms & Conditions :**

1. You will have to bear all expenses of the visit. There will be no financial involvement of Sonali Bank PLC & Government of Bangladesh.
2. It will be treated as mandatory recreation leave.
3. Staying in abroad will not be allowed over the sanctioned period.

Yours Faithfully,

Sd/-

(Mostak Ahmed)

Assistant General Manager

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

- 01) Immigration Officer, All Airports/All Land Ports, Bangladesh.
- 02) EDP Copy (To upload the letter on Bank's website).

Assistant General Manager

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

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