



# Sonali Bank PLC

*Credible and Smart*

NO. HRMD/OMD/SEC-1/1750

Dated : 28 February 2024

Md Rezaul Karim (34067)  
General Manager  
Sonali Bank PLC  
Local Office  
Dhaka.

(U.O.T. to General Manager's Office, Dhaka Cental, Dhaka)

Subject : **Permission to visit India for 15 days.**

Sir,

Reference may please be made to the letter no. 144 dated 06 February 2024 of Local Office, Dhaka on the captioned subject.

We have the pleasure to advise you that in consideration of your application and the recommendation of Local Office, the Executive Committee of the Board of Directors of Sonali Bank PLC in their 115th meeting held on 27 February 2024 have allowed you to visit India as medical attendant for 15 days during mandatory recreation leave (15 April to 29 April 2024) 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) Over stay in abroad will not be allowed.

Yours Faithfully,

Sd/-

(Md. Mazibur Rahman)

Deputy General Manager

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

- 01) All Deputy Managing Director, Sonali Bank PLC, Head Office, Dhaka.
- 02) All General Managers, Sonali Bank PLC, Head Office, Dhaka.
- 03) General Manager, Sonali Bank PLC, Local Office, Dhaka/ General Manager's Office, Dhaka Cental, Dhaka.
- 04) Deputy General Manager, CEO & Managing Director's Secretariat, Sonali Bank PLC, Head Office, Dhaka.
- 05) Immigration Officer, All Airports/All Land Ports, Bangladesh.
- 06) EDP Copy (To upload the letter on Bank's website).

*[Signature]* 28.02.24

Deputy General Manager

**Md. Mazibur Rahman**  
Deputy General Manager  
Human Resource Management Division  
Sonali Bank PLC  
Head Office, Dhaka.