



Sonali Bank PLC
Credible and Smart



NO.HRMD/OMD/SEC-1/8197

Date : 05 October, 2026

Tushar Kanti Das (36956)
Passport No. A13610594
Assistant General Manager
Rural Credit Division
Sonali Bank PLC
Head Office, Dhaka
Bangladesh.

Subject : Sanction of 21 days leave (outside Bangladesh) with full pay to visit India for medical treatment.

Dear Sir,

Please refer to the letter no. 635 dated 21 September, 2026 of Rural Credit Division, Sonali Bank PLC, Head Office, Dhaka on the captioned subject.

We have the pleasure to advise you that in consideration of your application and the recommendation of Rural Credit Division, the competent authority has sanctioned you 21 days leave (outside Bangladesh) including transit period and government/ weekly holidays from 18 October, 2026 or from the date of availing with permission to visit India for medical treatment under the following terms & conditions:

Terms & Conditions:

1. You will bear all expenses of the visit. There will be no financial involvement of Sonali Bank PLC & Government of Bangladesh.
2. The period of travelling will be adjusted from earned leave.
3. Over stay will not be allowed.
4. This sanction letter will remain valid for 03 (three) months from the date of issuance.

Yours Faithfully,

Sd/-

(Shamsuzzaman Talukder)
Assistant General Manager

Copy forwarded for kind information & necessary action to:

01. Deputy General Manager, Rural Credit Division, Sonali Bank PLC, Head Office, Dhaka with a request to send us the related joining report of the above executive specifying the tenure of leave availed.
02. Immigration Officer, All Airports/All Landports, Bangladesh.
- ✓ 03. EDP Copy (To upload the letter on Bank's website).

Assistant General Manager

Shamsuzzaman Talukder
Assistant General Manager
Sonali Bank PLC
HRMD (SEC-1/2), HO, Dhaka.