



Sonali Bank PLC
Credible and Smart



NO. HRMD/OMD/SEC-1/8099

Date: 01 October, 2026

Md Rakibul Islam (37500)
Passport No. A23101024
Assistant General Manager
Sonali Bank PLC
Foreign Exchange Corporate Branch
Dhaka, Bangladesh.

Subject : **Sanction of 30 days leave (outside Bangladesh) with full pay to visit India.**

Dear Sir,

Please refer to the letter no. 1318 dated 10 September, 2026 of Sonali Bank PLC, Foreign Exchange Corporate Branch, Dhaka on the captioned subject.

We have the pleasure to advise you that in consideration of your application and the recommendation of Foreign Exchange Corporate Branch, Dhaka, the competent authority has sanctioned you 30 days leave (outside Bangladesh) including transit period and government/ weekly holidays from the date of availing with permission to visit India as medical attendant 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. General Manager (In charge), Sonali Bank PLC, Foreign Exchange Corporate Branch, Dhaka.
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.

www.sonalibank.com.bd	Human Resource Management Division (Sec-1), Head Office, 35-42,44, Motijheel C/A, Dhaka-1000 Phone: 02-223384515, 02-223385529 E-mail: dgmhrmd@sonalibank.com.bd, sbl.hrmd1@sonalibank.com.bd	Hotline: 16639 +8809610016639
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