



No. HRMD/SEC-6/ABROAD\_IND/AOG-9057/2553

Dated: 21 March, 2024

MR MD OLIUR RAHMAN (G-39857)  
Assistant Officer-1 (Cash)  
(Passport No: A07708035)  
Sonali Bank PLC  
Court Building Branch,  
Kushtia.

**Subject: Sanction of 15 (Fifteen) days leave (Outside Bangladesh) with full pay to visit India for 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, Faridpur vide their letter no 471 dated 05-02-2024 the authority has sanctioned 15 (Fifteen) days leave with full pay (Outside Bangladesh) including transit period and government weekly holidays from the date of avilment with a permission to visit India for your 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,

(Sultana Razia)

Assistant General Manager

**Sultana Razia**  
Assistant General Manager  
Human Resources Management Division  
Sonali Bank PLC.  
Head Office, Dhaka.



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Yours faithfully,

Sd/-

(Sultana Razia)  
Assistant General Manager

Copy forwarded for kind information & necessary action:

1. General Manager, Sonali Bank PLC, General Manager's Office, Faridpur.
3. Deputy General Manager, Sonali Bank PLC, Principal Office, Kushtia.
4. Assistant General Manager, Sonali Bank PLC, Court Building Branch, Kushtia. **Please send the joining report of the related officer specifying the date of leave availment.**
5. Immigration Officer, All Airport / All Land port, Bangladesh
6. Personal File.

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

[www.sonalibank.com.bd](http://www.sonalibank.com.bd)

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