Sonali Bank PLC.

Credible and Smart

No.HRMD/SEC-3/PF/SO-20308/9284
Date : 18 November 2026

MASHIUR RAHMAN (G-44419)
Passport No. A21534047
Senior Officer
Sonali Bank PLC
Court Buildung Branch, Narsingdi
Bangladesh.

Subject : Sanction of 10 (Ten) days' leave outside Bangladesh with full pay to visit India.

Dear Sir

We have the pleasure to advise that in consideration of your application and recommendations of Sonali Bank PLC, General Manager's Office, Dhaka-South, Dhaka vide their letter no. 3085 dated 28 October 2026, the authority has sanctioned 10 (Ten) days' leave outside Bangladesh with full pay including transit period and government/weekly holidays from the date of avail with permission to visit India as medical attendant under the following terms and conditions:

((1) You will have to bear all expenses for the proposed visit;
(2) There will be no financial involvement of Sonali Bank PLC/Government of Bangladesh;
(3) Staying abroad over the sanctioned leave will not be allowed; and
(4) This sanction letter is valid for 03 (three) months from the date of issue

Yours faithfully
Sd/ -
(Mahfuja Ferdous)
Assistant General Manager

Copy forwarded for kind information & necessary action:

01. General Manager, Sonali Bank PLC, General Manager's Office, Dhaka-South, Dhaka.
02. Deputy General Manager, Sonali Bank PLC, Principal Office, Narsingdi.
03. Assistant General Manager, Sonali Bank PLC, Court Buildung Branch, Narsingdi. They are requested to send his joining report after avail of leave.
04. Immigration Officer, All International Airports/Landports of Bangladesh.

Assistant General Manager

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

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(Mahfuja Ferdous)
Assistant General Manager

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