



Sonali Bank PLC.

Credible and Smart

No.HRMD/SEC-3/PF/SO -20214/4539

Date: 13 July 2025

MOST NURZAHAN SHEULI (G-44890)

Passport No. A11959843

Senior Officer

Sonali Bank PLC.

Training Institute Rajshahi, Rajshahi

Bangladesh.

Subject : Sanction of 15 (Fifteen) days' leave outside Bangladesh with full pay to perform the Holy Umrah in the Kingdom of Saudi Arabia (KSA) .

Dear Sir

We have the pleasure to advise that in consideration of your application and recommendations of Sonali Bank PLC, General Manager's Office, Rajshahi vide their letter no. 1954dated 26 May 2025 the authority has sanctioned 15 (Fifteen) days' leave outside Bangladesh with full pay including transit period and government/weekly holidays from the date of avail with permission to perform the Holy Umrah in the Kingdom of Saudi Arabia (KSA) 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

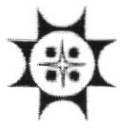

(Masud Ahmed Khan)

Assistant General Manager

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

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Yours faithfully

Sd/-

(Masud Ahmed Khan)

Assistant General Manager

Copy forwarded for kind information & necessary action:

01. General Manager, Sonali Bank PLC, General Manager's Office, Rajshahi.
02. Assistant General Manager (Chief Instructor), Sonali Bank PLC, Training Institute Rajshahi, Rajshahi. They are requested to send his joining report after avail of leave.
03. Immigration Officer, All International Airports/Landports of Bangladesh.


Assistant General Manager

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

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