



**Sonali Bank PLC.**  
*Credible and Smart*

No.HRMD/SEC-3/PF/SO-25497/4607

Date : 22 July 2025

MILAN BARAI (G-47450)  
Passport No. A17535341  
Senior Officer  
Sonali Bank PLC  
Lalbag Road Branch, Dhaka  
( Incharge, kamrangirchar Sub-Branch,Dhaka)  
Bangladesh.

**Subject : Sanction of 15 (Fifteen) days' leave (Outside Bangladesh) with full pay to visit India.**

We have the pleasure to advise that in consideration of your application and recommendations of Sonali Bank PLC, General Manager's Office, Dhaka-Central, Dhaka, vide their letter no 1923 dated 03 June 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 visit India as medical attendant under the following terms and conditions:

- (1) You will have to bear all expenses of 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.

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



**Sonali Bank PLC.**  
*Credible and Smart*

No.HRMD/SEC-3/PF/SO-25497/4607

Date : 22 July 2025

MILAN BARAI (G-47450)

Passport No. A17535341

Senior Officer

Sonali Bank PLC

Lalbag Road Branch, Dhaka

( Incharge, kamrangirchar Sub-Branch,Dhaka)

Bangladesh.

**Subject : Sanction of 15 (Fifteen) days' leave (Outside Bangladesh) with full pay to visit India.**

We have the pleasure to advise that in consideration of your application and recommendations of Sonali Bank PLC, General Manager's Office, Dhaka-Central, Dhaka, vide their letter no 1923 dated 03 June 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 visit India as medical attendant under the following terms and conditions:

- (1) You will have to bear all expenses of 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/-

(Masud Ahmed Khan)

Assistant General Manager.

Copy forwarded for kind information & necessary action:

01. General Manager, Sonali Bank PLC. General Manager's Office, Dhaka-Central, Dhaka.
02. Deputy General Manager, Sonali Bank PLC. Principal Office, Dhaka-Weast, Dhaka.
03. Manager, Sonali Bank PLC. Lalbag Road Branch, Dhaka. They are requested to send his joining report after avail of leave.
04. Immigration Officer, All International Airports/ Landports of Bangladesh.
05. MD. Kamruzzaman Noman (G-48778), Senior Officer, Sonali Bank PLC. Lalbag Road Branch, Dhaka. He will take over the charge (as additional Charges of his present duties) of the branch during the sanctioned leave period of Mr Milan Barai.

  
Assistant General Manager

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

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

Human Resource Management Division (Sec-3)  
Head Office, Motijheel C/A.Dhaka-1000. Bangladesh.  
Phone : 88-02-223385529  
E-Mail:l. dgmhrmd@sonalibank.com.bd,

Hot Line: 16639  
Overseas+8809610016639