



Sonali Bank PLC.
Credible and Smart



No.HRMD/SEC-3/PF/SO - 24528/7871

Date: 22 September 2026

FOUZIA SARKER (G-46778)

Passport No. A06398351

Senior Officer (IT)

B-Wapda Bhaban Corporate Branch, Dhaka
Bangladesh.

**Subject : Sanction of 90 (Ninety) days' leave (Outside Bangladesh) with full
pay for medical treatment in Pakistan.**

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. 2552 dated 10 September 2026, the authority has sanctioned 90 (Ninety) days' leave outside Bangladesh with full pay including transit period and government/ weekly holidays from the date of avail with permission for medical treatment in Pakistan under the following terms and conditions:

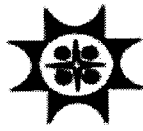
- (1) You will have to bear all expenses of the proposed visit;
- (2) There will be no financial involvement of Sonali Bank PLC/Government of Bangladesh;
- (3) Staying abroad over the sanctioned leave will not be allowed; and
- (4) This sanction letter is valid for 03 (three) months from the date of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

Yours faithfully

(Mahfuja Ferdous)

Assistant General Manager

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



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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. B-Wapda Bhaban Corporate Branch, Dhaka. with a request to send us the related joining report of the above officer specifying the tenure of leave availed.
03. Immigration Officer, All International Airports/Landports of Bangladesh.

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

Assistant General Manager