No.HRMD/SEC-3/PF/SO-26884/5224

Date: 06 August 2025

REGAN SAHA (G-49721) Passport No. A14177113 Senior Officer Sonali Bank PLC. Goran Branch, Dhaka Bangladesh.

Sanction of 15 (Fifteen) days' leave outside Bangladesh with full pay Subject:

to medical treatment in 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-Central, Dhaka, vide their letter no- 2121 dated 29 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 medical treatment in India 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/-

(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.
- Deputy General Manager, Sonali Bank PLC. Principal Office, Dhaka-East, Dhaka. 02.
- Manager, Sonali Bank PLC. Goran Branch, Dhaka. They are requested to send his joining 03. report after avail of leave.
- Immigration Officer, All International Airports/ Landports of Bangladesh. 04.
- Master Copy /Personal File/Office Copy.

Masud Ahmed Khan

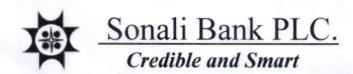
Human Resource Management Division (Sec-3) Head Office, Motijheel C/A.Dhaka-1000, Bangladesh. Phone: 88-02-223385529

E-Mail: l. dgmhrmd@sonalibank.com.bd.

Hot Line: 16639

Overseas+8809610016639

www: sonalibank.com.bd



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Assistant General Manager

Masue Atmed Khan)

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

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