



# Sonali Bank PLC.

*Credible and Smart*

No.HRMD/SEC-3/PF/SO - 28238/5652

Date: 21 August 2025

MD ISLAMUL HOQUE (G-49889)

Passport No. B00143440

Senior Officer

Sonali Bank PLC

Jibannagar Branch, Chuadanga

Bangladesh.

**Subject : Sanction of 30 (Thirty) 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, Jashore vide their letter no.1156 dated 29 July 2025, the authority has sanctioned 30 (Thirty) 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, Jashore.
02. Deputy General Manager, Sonali Bank PLC, Principal Office, Chuadanga.
03. Manager, Sonali Bank PLC, Jibannagar Branch, Chuadanga. They are requested to send his joining report after the leave.
04. Immigration Officer, All International Airports/Landports of Bangladesh.
05. Md Ashraful Hoque (G-34409), Senior Officer (IT), Sonali Bank PLC. Jibannagar Branch, Chuadanga. He will take over the charge (as additional Charges of his present duties) of the branch during the sanctioned leave period of MD ISLAMUL HOQUE

  
Assistant General Manager

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

Human Resource Management Division (Sec-3)  
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**Subject : Sanction of 30 (Thirty) 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, Jashore vide their letter no. 1156 dated 29 July 2025, the authority has sanctioned 30 (Thirty) 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

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