Sonali Bank PLC

Credible and Smart

No. HRMD/SEC-5/Abroad_India/SOC-11120/8823 Date: 01 November, 2026

MD ABUL KALAM AZAD
Index No. G-43144
Senior Officer Cash
Passport No: A21985247
Sonali Bank PLC
Sirajganj Corporate Branch, Sirajganj.
Bangladesh.

Sanction of 30 (Thirty) days leave (Outside Bangladesh) with full pay to visit India for treatment.

Dear Sir

We have the pleasure to advise that, in consideration of your application and recommendation of Sonali Bank PLC, General Manager's Office, Bogura vide their letter no. 829, dated 25/10/2026 the competent authority has approved 30 (Thirty) days leave with full pay (leave as outside Bangladesh) from the date of availing the leave (including travel time/weekly holidays or government holidays) to visit India for medical treatment under the following terms & conditions:

1) You shall bear all the expenses related to the proposed visit. There will be no financial involment of The Government of the People's Republic of Bangladesh or Sonali Bank PLC.
2) The sanctioned leave will be adjusted from your earned leave.
3) Overstaying beyond the sanctioned period is strictly prohibited.
4) This sanction letter shall be remain valid for a period of 3 (three) months from the date of issuance.

Yours faithfully

01.11.2026
(Kazi Arif Iqbal)
Assistant General Manager
KAZI ARIF IQBAL
Assistant General Manager, (G-37323)
HRMD, Section-5, 6, 7 & 8
Sonali Bank PLC
Head Office, Dhaka.

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Yours faithfully
Signed
(Kazi Arif Iqbal)
Assistant General Manager

Copy forwarded for kind information & necessary action:

1. General Manager, Sonali Bank PLC, General Manager's Office, Bogura.
2. Deputy General Manager, Sonali Bank PLC, Principal Office, Sirajganj.
3. Assistant General Manager, Sonali Bank PLC, Sirajganj Corporate Branch, Sirajganj is requested to send joining report of the concerned officer mentioning the actual date of leave availed. In pursuance of the recommendation of General's Manager's Office, Bogura and approval of competent authority Md. Rabiul Islam (G-54107), Officer Cash shall take over the official responsibilities temporarily in addition to his current assignment during the leave period of Md Abul Kalam Azad (G-43144).
4. Immigration Officer, All International Airport/Land port, Bangladesh.
5. Web Portal Copy/ Office Copy/ Master Copy.

01.11.2026
Assistant General Manager

KAZI ARIF IQBAL
Assistant General Manager, (G-37323)
HRMD, Section-5, 6, 7 & 8
Sonali Bank PLC
Head Office, Dhaka.