



SONALI BANK PLC

Credible & Smart

No. HRMD/SEC-6/OUTSIDE/JO-8252/6008

Dated: 25 August, 2025

MOHAMMAD ABDUL AWAL (G-40743)

Junior Officer Cash

(Passport No: A17467465)

Sonali Bank PLC

General Manager's Office, Rajshahi

Bangladesh.

Subject: Sanction of 44 (Forty Four) days leave (Outside Bangladesh) with full pay to visit America (USA).


Dear Sir,

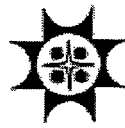
We have the pleasure to advise that in consideration of your application and recommendation of Sonali Bank PLC, General Manager's Office, Rajshahi vide their letter no 2435 dated 08-07-2025 the authority has sanctioned 44 (Forty Four) days leave with full pay (Outside Bangladesh) including transit period and government weekly holidays from the date of availment with a permission to visit America (USA) under the following terms & conditions:

Conditions:

- 5) You have to bear all expenses of the proposed visit. There will be no financial involvement of Sonali Bank PLC / Govt. of Bangladesh.
- 6) This sanctioned leave will be treated as 'Leave outside Bangladesh'.
- 7) Over staying is strictly prohibited.
- 8) This sanction letter is valid for 03 (Three) months from the date of issue.

Yours faithfully,


25.08.2025
(Sultana Razia)
Assistant General Manager
Human Resource Management Division
Sonali Bank PLC.
Head Office, Dhaka.



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Yours faithfully,


Sd/-

(Sultana Razia)

Assistant General Manager

Copy forwarded for kind information & necessary action:

1. General Manager, Sonali Bank PLC, General Manager's Office, Rajshahi with a request to send us the related joining report of the above staff specifying the date of leave availed.
2. Immigration Officer, All Airport / All Land port, Bangladesh.
3. Website Copy/Personal File/Master Copy.


Sultana Razia
Assistant General Manager
Human Resource Management Division
Sonali Bank PLC.
Head Office, Dhaka.