



Sonali Bank PLC

Credible and Smart



No. HRMD/SEC-5/Abroad_KSA/SOC-9600/8174

Date: 05 October, 2026

MD DELWAR HOSSAIN
Index No. G-42310
Senior Officer Cash
Passport No: A23095973
Sonali Bank PLC
Court Building Branch, Rajshahi.
Bangladesh.

Sanction of 15 (Fifteen) days leave (Outside Bangladesh) with full pay to visit The Kingdom of Saudi Arabia for Performing Holy Umrah.

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. 3297, dated 13/09/2026 the competent authority has approved 15 (Fifteen) days leave with full pay (as leave outside Bangladesh) from the date of availing the leave (including travel time/weekly holidays or government holidays) to visit The Kingdom of Saudi Arabia for Performing Holy Umrah under the following terms & conditions:

- 1) You shall bear all the expenses related to the proposed visit. There will be no financial involvement 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 03 (three) months from the date of issuance.

Yours faithfully

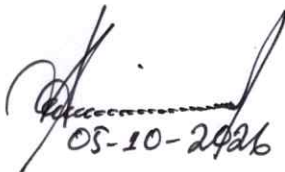
Signed

(Kazi Arif Iqbal)

Assistant General Manager

Copy forwarded for kind information & necessary action:

1. General Manager (In charge), Sonali Bank PLC, General Manager's Office, Rajshahi.
2. Deputy General Manager, Sonali Bank PLC, Principal Office, Rajshahi 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, Rajshahi and approval of competent authority Md. Mafikul Islam (G-42313), Senior Officer Cash shall take over the official responsibilities temporarily in addition to his current assignment during the leave period of MD. DELWAR HOSSAIN (G-42310).
3. Assistant General Manager, Sonali Bank PLC, Court Building Branch, Rajshahi.
4. Immigration Officer, All International Airport/Land port, Bangladesh.
5. Web Portal Copy/ Office Copy/ Master Copy.


05-10-2026

Assistant General Manager

Kazi Arif Iqbal
Assistant General Manager
Human Resource Management Division
Sonali Bank PLC.
Head Office, Dhaka.

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

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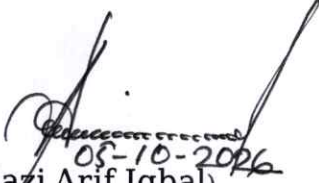
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