

Sonali Bank PLC
Credible and Smart



No. HRMD/SEC-5/Abroad_India/SOC-10094/7810

Date: 20/09/2026

MONG PRUE CHAI MARMA
Index No. G-32660
Senior Officer Cash
Passport No: A02001434
Sonali Bank PLC
Dilkusha corporate Branch, Dhaka,
Bangladesh.

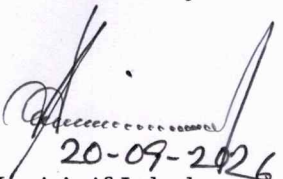
Sanction of 20 (Twenty) days leave (Outside Bangladesh) with full pay to visit India's Place of Pilgrimage.

Dear Sir

We have the pleasure to advise that, in consideration of your application and recommendation of Sonali Bank PLC, General Manager's Office, Dhaka-Central, Dhaka vide their letter no. 2427, dated 30/08/2026 the competent authority has approved 20 (Twenty) days leave (Outside Bangladesh) with full pay from the date of availing the leave (including travel time/weekly holidays or government holidays) to visit India's Place of Pilgrimage 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 3 (three) months from the date of issuance.

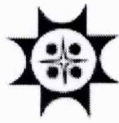
Yours faithfully


20-09-2026
(Kazi Arif Iqbal)
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)

Human Resource Management Division (Section-5), Head Office, Sonali Bank PLC
35-42, 44, Motijheel Commercial Area, Dhaka-1000.
Contact: 02-223384515, 02-47115437, Email : sbl.hrmd5@sonalibank.com.bd

Hotline : 16639
+880 9610016639



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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, Dhaka-Central, Dhaka.
2. Deputy General Manager, Sonali Bank PLC, Dilkusha corporate Branch, Dhaka, 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, Dhaka-Central, Dhaka and approval of competent authority, Md. Abdullah-Al-Hossain (G-49203), Senior Officer Cash shall take over the official responsibilities temporarily in addition to his current assignment during the leave period of Mong Prue Chai Marma (G-32660).
3. Immigration Officer, All International Airport/Land port, Bangladesh.
4. Web Portal Copy/Office Copy/Master Copy.

Assistant General Manager

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

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