SONALI BANK PLC
Credible and Smart

NO. HRMD/OMD/SEC-2/(PF-16779)/8389 Date: 27 October, 2026

MUHAMMAD NURUN NABI (40526)
Passport No. A22133907
Principal Officer
Rural Credit Division
Sonali Bank PLC
Head Office, Dhaka
Bangladesh.

Subject: Sanction of 20 (Twenty) days' leave (outside Bangladesh) with full pay to visit India .

Dear Sir

Please refer to the letter no. 661 dated 04 October, 2026 of Rural Credit Division, Sonali Bank PLC, Head Office, Dhaka on the captioned subject.

We have the pleasure to advise you that in consideration of your application and the recommendation of Rural Credit Division, Sonali Bank PLC, Head Office, Dhaka, the competent Authority has sanctioned you 20 (Twenty) days' leave (outside Bangladesh) including transit period and government/weekly holidays from 14 December, 2026 or afterwards the date of availing with permission to visit India as medical attendant under the following terms & conditions:

Terms & Conditions:

1. You will bear all expenses of the visit. There will be no financial involvement of Sonali Bank PLC & Government of the People's Republic of Bangladesh.
2. The period of travelling will be adjusted from earned leave.
3. Over stay will not be allowed.
4. This sanction letter will remain valid for 03 (three) months from the date of issuance.

Yours Faithfully,

Sd/-

(Shamsuzzaman Talukder)
Assistant General Manager

Copy forwarded for kind information & necessary action to:

01. Deputy General Manager, Rural Credit Division, Sonali Bank PLC, Head Office, Dhaka with a request to send us the related joining report of the above officer specifying the date of leave availed.
02. Immigration Officer, All Airports/ All Landports, Bangladesh.
03. EDP Copy (To upload the letter on Bank's website).

Assistant General Manager

Shamsuzzaman Talukder
Assistant General Manager
Sonali Bank PLC
HRMD (SEC-1/2), HO, Dhaka.

www: sonalibank.com.bd	Human Resource Management Division, Officer Management Department (Section-2), Head Office: 35-42, 44 Motijheel C/A, Dhaka-1000. Phone: 02-223384515, 02-223385529 , Ext-3233, 3241 E-mail : dgmhrmd@sonalibank.com.bd, sblpmd2@sonalibank.com.bd	Hot Line:16639 From Abroad : +8809610016639