



Sonali Bank PLC

Credible and Smart

No. HRMD/SEC-5/ABROAD_IND/SOC-10452/4340

Date: 16 July 2025

MD ASGOR ALI (G-43691)
Senior Officer Cash
(Passport No: A18273753)
Sonali Bank PLC
Station Road Branch, Dinajpur.

Subject: Sanction of 45 (Forty Five) days leave (Outside Bangladesh) with full pay to visit India for your 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, Dinajpur vide their letter no 1129 dated 29/05/2025, the authority has sanctioned **45 (Forty Five)** days leave with full pay (Outside Bangladesh) including transit period and government/weekly holidays from the date of avilment with a permission to visit India for your treatment under the following terms & conditions:

Conditions:

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

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, Dinajpur.
2. Deputy General Manager, Sonali Bank PLC, Principal Office, Dinajpur North, Dinajpur. Please send the joining report of the related officer specifying the date of leave availed.
3. Manager, Sonali Bank PLC, Station Road Branch, Dinajpur.
4. Immigration Officer, All Airport, All Land port, Bangladesh.
5. Personal File/Master Copy.


16.07.2025
Assistant General Manager

Sultana Razia

Assistant General Manager

Human Resources Management Division

Sonali Bank PLC

Head Office, Dhaka

Human Resources Management Division (Section-5), Head Office, Sonali Bank PLC

42, 44, Motijheel Commercial Area, Dhaka-1000.

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