



SONALI BANK PLC
Credible and Smart

NO.HO/HRMD/OMD/SEC-2/(PF-31137)/1862

Dated : 29 FEBRUARY, 2024

MD AZIMUJJAMAN BAPARI (G-43593)
(Passport No-A 12261966)
Principal Officer
Sonali Bank PLC
Local Office, Dhaka
Bangladesh.

Subject : Sanction of 20 (Twenty) days leave (Outside Bangladesh) with full pay to visit in Canada.

Dear Sir,

Reference may please be made to the letter No.167 dated the 11 February, 2024 of General Banking & Establishment Division, Sonali Bank PLC, Local Office, Dhaka on the captioned subject.

We have to advise that in consideration of your application and recommendation of General Banking & Establishment Division, Sonali Bank PLC, Local Office, Dhaka the authority has sanctioned 20 (Twenty) days leave (outside Bangladesh) including transit period and government/weekly holidays from the date of availing with a permission for visit in Canada under the following terms & conditions:-

- You will have to bear all expenses of the visit. There will be no financial involvement of Sonali Bank PLC/Government of Bangladesh.
- The Period of travelling will be adjusted from earned leave.
- Staying abroad over the sanctioned leave is strictly prohibited.
- This sanctioned letter will remain valid for 03(Three) months from the date of issue.

Yours faithfully,

Sd/-

(Mostak Ahmed)

Assistant General Manager

Phone: +8802223385529

Copy forwarded for kind information & necessary action to:-

- General Manager, Sonali Bank PLC, Local Office, Dhaka.
- Deputy General Manager, General Banking & Establishment Division, Sonali Bank PLC, Local Office, Dhaka with a request to send us the related joining report of the above officer specifying the date of leave availed.
- Immigration Officer, All Airports/All Land Ports Bangladesh.
- Website Copy.

Assistant General Manager

MOSTAK AHMED
Assistant General Manager
Human Resource Management Division
Sonali Bank PLC
Local Office Dhaka.

www: sonalibank.com.bd

Human Resource Management Division, Officer Management Department
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