



SONALI BANK PLC

Credible & Smart

No. HRMD/SEC-6/OUTSIDE/SS-1/2625/5456

Dated: 10 August, 2025

SHERY SUKUMAR PARSHE (G-32860)

Supporting Staff-1

(Passport No: A11909929)

Public Relations Division

Sonali Bank PLC

Head Office, Dhaka.

Subject: Sanction of 15 (Fifteen) days leave (Outside Bangladesh) with full pay to visit India.

Dear Sir,

We have the pleasure to advise that in consideration of your application and recommendation of Public Relations Division, Sonali Bank PLC, Head Office, Dhaka vide their letter no 1566 dated 15-05-2025 the authority has sanctioned 15 (Fifteen) days leave with full pay (Outside Bangladesh) including transit period and government weekly holidays from the date of availment with a permission to visit India 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,

10.08.2025

(Sultana Razia)

Assistant General Manager

Sultana Razia
Assistant General Manager
Human Resources Management Division
Sonali Bank PLC.
Head Office, Dhaka.



SONALI BANK PLC

Credible & Smart

No. HRMD/SEC-6/OUTSIDE/SS-1/2625/5456

Dated: 10 August, 2025

SHERY SUKUMAR PARSHE (G-32860)

Supporting Staff-1

(Passport No: A11909929)

Public Relations Division

Sonali Bank PLC

Head Office, Dhaka.

Subject: Sanction of 15 (Fifteen) days leave (Outside Bangladesh) with full pay to visit India.

Dear Sir,

We have the pleasure to advise that in consideration of your application and recommendation of Public Relations Division, Sonali Bank PLC, Head Office, Dhaka vide their letter no 1566 dated 15-05-2025 the authority has sanctioned 15 (Fifteen) days leave with full pay (Outside Bangladesh) including transit period and government weekly holidays from the date of availment with a permission to visit India 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. Deputy General Manager, Public Relations Division, Sonali Bank PLC, Head Office, Dhaka with a request to send us the related joining report of the above staff specifying the date of leave availed.
2. Immigration Officer, All Airport / All Land port, Bangladesh.
3. Website Copy/Personal File/Master Copy.

Assistant General Manager

Sultana Razia
10.08.2025
Sultana Razia
Assistant General Manager
Human Resource Management Division
Sonali Bank PLC.
Head Office, Dhaka.