



Sonali Bank PLC
Credible and Smart



No. HRMD/SEC-5/Abroad_India/SOC-11183/8115

Date: 05 September, 2026

TAPATI DAS
Index No. G-43553
Senior Officer Cash
Passport No: A09888946
Sonali Bank PLC
Mirpur Section 1 Branch,
Dhaka, Bangladesh.

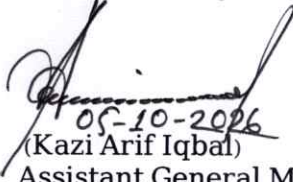
Sanction of 25 (Twenty Five) days leave (Outside Bangladesh) with full pay to visit India for treatment.

Dear Sir

We have the pleasure to advise that, in consideration of your application and recommendation of Sonali Bank PLC, General Manager's Office, Dhaka North, Dhaka vide their letter no. 3492, dated 22/09/2026 the competent authority has approved 25 (Twenty Five) days leave with full pay (as leave outside Bangladesh) from the date of availing the leave (including travel time/weekly holidays or government holidays) to visit India for medical treatment 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 03 (three) months from the date of issuance.

Yours faithfully


05-10-2026
(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

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 (In charge), Sonali Bank PLC, General Manager's Office, Dhaka North, Dhaka.
2. Deputy General Manager, Sonali Bank PLC, Principal Office, Mirpur, Dhaka is requested to send joining report of the concerned officer mentioning the actual date of leave availed.
3. Assistant General Manager, Sonali Bank PLC, Mirpur Section 1 Branch, Dhaka: In pursuance of the recommendation of General's Manager's Office, Dhaka North, Dhaka and approval of competent authority Mr. Shamol Rajbongshi (G-51386), Officer Cash shall take over the official responsibilities temporarily in addition to his current assignment during the leave period of Tapati Das (G-43553).
4. Immigration Officer, All International Airport/Land port, Bangladesh.
5. Web Portal Copy/Office Copy/Master Copy.

05-10-2026
Assistant General Manager

Kazi Arif Iqbal
Assistant General Manager
Human Resource Management Division
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