



সোনালী ব্যাংক লিমিটেড

SONALI BANK LIMITED

Head Office
Motijheel, Dhaka

Personnel Management Division
Staff Management Department(Sec-6)
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Phone : 9564515, 47115437
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NO-PMD/SMD-06/PF-(JO (IT)-535/408

Dated : 09 January, 2017

AMAL CHANDRA DEY (G-34288)
(Passport No. OC 4054285)
Junior Officer (IT)
Sonali Bank Limited
Patuakhali Branch
Patuakhali.

১. উদ্দেশ্য	
২. আবেদন	
৩. দ্রুত জবাব দিন	
৪. নির্ধারিত কাজ	
৫. পরামর্শের প্রয়োজন কিন	
৬. ...সিদ্ধান্ত গ্রহণের সময়কাল	

ডেপুটি মেনেজিং ম্যানেজার

Mr. Parimal Basak
11.1.17

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

Reference may please be made to the letter no. 5350 dated 22 December, 2016 of Sonali Bank Limited, General Manager's Office, Barisal on the captioned subject.

We have to advise you that in consideration of your application and the recommendation of General Manager's Office, Barisal, the authority has pleased to sanction you 15 (Fifteen) days leave (Outside Bangladesh) from the date of availment with a permission to visit India under the following terms & conditions :

Conditions :

- 1) You will have to bear all expenses of the visit. There will be no financial involvement of Sonali Bank Limited/Government of Bangladesh.
- 2) It will be treated as "Leave-outside Bangladesh".
- 3) Over stay in abroad will not be allowed.
- 4) This sanctioned letter will be valid for 3 (Three) months from the date of issue.

Yours Faithfully,

Sd/-
(Parimal Bandu Basak)
Assistant General Manager

Copy forwarded for kind information & necessary action to :

- 01) The General Manager, Sonali Bank Limited, General Manager's Office, Barisal. It has a reference to their letter no. 5350, dated 22 December, 2016
- 02) The Deputy General Manager, Information and Technology Division-2, Sonali Bank Limited, Head Office, Dhaka. They are requested to upload the leave (Outside Bangladesh) sanction letter in the Bank's website.
- 03) The Deputy General Manager, Sonali Bank Limited, Principal Office, Patuakhali.
- 04) Immigration Officer, All Airports/All Land Ports, Bangladesh.
- 05) Manager, Sonali Bank Limited, Patuakhali Branch, Patuakhali.
- 06) Personal File

Assistant General Manager
Parimal Bandu Basak
Asst. General Manager
Personnel Management Division
Sonali Bank Limited
TRAVERS Head Office Dhaka.