

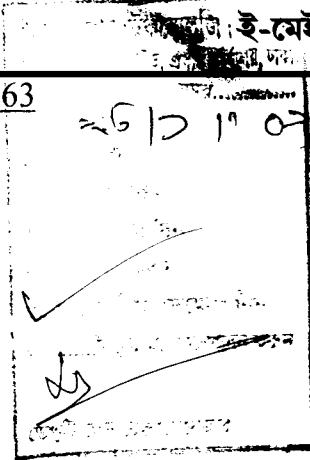


**SONALI BANK LIMITED** Personnel Management Division  
 Head Office Staff Management Department (Sec-8)  
 Motijheel Telegraph : Ganabank  
 Dhaka-1000 ফোন : ৪৭১১৫৪৩৭, ফ্যাক্স-৯৫৭৩৭৬৫  
 Bangladesh. ই-মেইলঃ [dgmpmd@sonalibank.com.bd](mailto:dgmpmd@sonalibank.com.bd)

NO.PMD/SMD/SEC-8/J-2625/1163

Dated : 23<sup>rd</sup> January, 2017

Shree Sukumar Parshe (G-32860)  
 Supporting Sub Staff Grade-02  
 Public Relation Department  
 Sonali Bank Limited  
 Head Office  
 Dhaka.



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

Dear Sir,

Reference to your Letter Dated 05<sup>th</sup> January, 2017 and to the Letter No.-28 Dated : 05-01-2017 of Public Relation Department, Head Office, Dhaka on the captioned subject.

We have to advise you that in consideration of your application and recommendation of Public Relation Department, Head Office, Dhaka the authority has pleased to sanctioned you 15 (Fifteen) days leave (Outside Bangladesh) from 05-02-2017 To 19-02-2017 or the date of availment with a permission to visit holy/memorable places in 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 Limited / Govt. of Bangladesh.
- (2) It will be treated as Leave-outside Bangladesh to visit India Only.
- (3) **Stay abroad over the sanctioned leave will not be allowed.**
- (4) Sanctioned leave is applicable for 03 (Three) months and for India visit only.

Yours faithfully,

Sd/-

(Abdul Awal Bhuiyan)

Assistant General Manager.

Telephone No.-47115437

Copy forwarded for kind information & necessary action :

01. The Deputy General Manager, Public Relation Department, Sonali Bank Limited, Head Office, Dhaka.
02. The Deputy General Manager, Information 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. Immigration Officer, All Airport/ All Land Port, Bangladesh.
04. Personal File.

Assistant General Manager.

Telephone No.-47115437