



সোনালী ব্যাংক লিমিটেড

SONALI BANK LIMITED

PERSONNEL MANAGEMENT DIVISION  
(SECTION-4)

Head Office, Motijheel  
Dhaka-1000, Bangladesh  
Phone: 88-02-9551121  
Fax : 88-02-9573765

No. PMD/SEC-4/PF- 15414/2033

Dated: 09 February, 2017

Jobeda Begum  
Officer(G-28757)  
Passport No: OC 9142804  
Sonali Bank Limited  
Principal Office  
Faridpur.

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১১/১২

Subject: Sanction of 14(Fourteen) days leave (Outside Bangladesh) with full pay to visit Holy Places in India.

Dear Sir,

Reference letter no. 4603 dated the 17<sup>th</sup> November, 2017 of General Managers' Office, Faridpur on the captioned subject.

We advise that in consideration of your application and recommendation of General Managers' Office, Faridpur, the authority has sanctioned 14(Fourteen) days leave (Outside Bangladesh) with full pay from the date of availment with a permission to visit Holy places in India under the following terms and conditions:

Conditions:

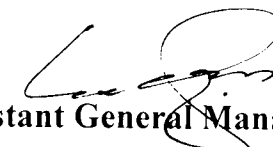
1. You will have to bear all expenses of the proposed visit. There will be no financial involvement of Sonali Bank Limited/Govt. of Bangladesh .
2. It will be treated as 'Leave Outside Bangladesh'.
3. Staying abroad over the sanctioned leave will not be allowed.
4. This sanction letter will remain valid for 03 (Three) months from the date of issuance.

Yours Faithfully

Sd/-  
(Abdul Awal Bhuiyan)  
Assistant General Manager

Copy forwarded for kind information and necessary action :

1. General Manager, Sonali Bank Limited, General Manager's Office, Faridpur.
2. Deputy General Manager, Information Technology Division-2, Sonali Bank Limited, Head office, Dhaka.
3. Deputy General Manager, Sonali Bank Limited, Principal Office, Faridpur.
4. Immigration Officer, Hazrat Shahjalal (Rh) International Airport, Dhaka.
5. Immigration Officer, All Land ports/All Other International Airports, Bangladesh.
6. Personal File / Master Copy.

  
Assistant General Manager