



সোনালী ব্যাংক লিমিটেড  
SONALI BANK LIMITED

PERSONNEL MANAGEMENT DIVISION  
OFFICER MANAGEMENT DEPARTMENT  
(SECTION-2)

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Deputy General Manager  
Phone: +8802-9564515

NO.PMD/OMD/SEC-2/(PF-13861)/2265

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Dated : 13 February, 2017

**A K M TARIQ IMAM (C-36720),**  
(Passport No-BM 0705815),  
Senior Principal Officer,  
Risk Management Division,  
Sonal Bank Limited,  
Head Office, Dhaka,  
Bangladesh.

9264

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**Subject : Sanction of 30 (Thirty) days leave (Outside Bangladesh)  
with full pay to visit in India.**

Dear Sir,

Reference letter No. 92 dated the 06 February, 2017 of Risk Management Division, Head Office, Dhaka on the captioned subject.

We have to advise that in consideration of your application and recommendation of Risk Management Division, Head Office, Dhaka the authority has sanctioned 30(Thirty) days leave (outside Bangladesh) with full pay from the date of availing with a permission to visit in India under the following terms & conditions:-

- You will have to bear all expenses of the visit. There will be no financial involvement of Sonali Bank Limited/Government of Bangladesh.
- This sanctioned leave will be treated as Leave outside Bangladesh.
- Staying abroad over the sanctioned leave is strictly prohibited.**
- This sanctioned letter will remain valid for 03(three) months from the date of issue.

Yours faithfully,  
Sd/-

(Tauhidul Islam)

Assistant General Manager

Phone: +8802-9551121

**Copy forwarded for kind information & necessary action to:-**

- Director, Hazrat Shahjalal (Rh.) International Airport, Dhaka.
- 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.
- Deputy General Manager, Risk Management Division, Sonali Bank Limited, Head Office, Dhaka.
- Immigration Officer, Hazrat Shahjalal (Rh.) International Airport, Dhaka/Benapole, Jessore/Burimari, Lalmonirhat/All Land Ports, Bangladesh.

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Assistant General Manager

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