



সোনালী ব্যাংক লিমিটেড
SONALI BANK LIMITED
PERSONNEL MANAGEMENT DIVISION
(SECTION-3)

Head Office, Motijheel C/A.,
Dhaka-1000. Bangladesh.

Phone : 88-02-9551121

Fax-88-02-9573765

No.PMD/SEC-3/PF/PO-18985/2242

Dated:-13th February, 2017

HASAN ALI MAHAMUD (C-43502)

Passport No: BL 0239310

Senior Officer

Inspection & Audit Division-2

Sonali Bank Limited

Head Office

Dhaka

ইন্টারন্যাশনাল টেকনোলজি ডিভিশন
সোনালী ব্যাংক লিমিটেড, প্রধান কার্যালয়, ঢাকা
তারিখ: ১৩/০২/১৭
ক্রমিক নং: ১/১৭/এসএসএ

- উপস্থাপন করুন
- সম্মতি করুন
- প্রেরণ করার দিন
- নথীভুক্ত করুন
- প্রয়োজনীয় পদতফস্বল দিন
- দিনের মধ্যে সম্পাদন করুন

ডেপুটি ম্যানেজার ম্যানেজার

১৩/০২/১৭

Subject : Sanction of 07 (Seven) days leave (Outside Bangladesh) with full pay to visit India

Dear Sir,

We have the pleasure to advise you that in consideration of your prayer and recommendation of Sonali Bank Limited, General Manager's Office, Dhaka-1 the authority has sanctioned 07 (Seven) days leave (Outside Bangladesh) with full pay from the date of availment with a permission to visit the religious places in India under the following terms and 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".
- (3) **Staying abroad over the sanctioned period will not be allowed.**
- (4) This sanction letter will remain valid for 03 (Three) months from the date of issue.

Yours faithfully,

Sd/-

(Md.Sirajul Islam)

Assistant General Manager.

Copy forwarded for kind information & Necessary action:

01. Deputy General Manager, Inspection & Audit Division-2, Sonali Bank Limited, Head Office, Dhaka. It has a reference to their letter no.B-206 dated the 24th January, 2017. They are requested to send his joining report after availment of leave.
02. Deputy General Manager, Information Technology Division-2, Sonali Bank Limited, Head Office, Dhaka.
03. Immigration Officer, Hazrat Shahjalal (Rh) International Airport . Dhaka, Bangladesh.
04. Immigration Officer, All Land Ports, Bangladesh.
05. Personal File/Office Copy/ Master Copy

Assistant General Manager.