



সোনালী ব্যাংক লিমিটেড

SONALI BANK LIMITED  
PERSONNEL MANAGEMENT DIVISION  
(SECTION-4)

Head Office, Motijheel  
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No. PMD/SEC-4/PF- 19629/2747

Mohammad Nurul Islam Sarker  
Officer (C-22168)  
Passport No: BM 0887603  
Sonali Bank Limited  
Mithapukur Branch  
Rangpur.

<p>ইনফরমেশন টেকনোলজি ডিভিশন সোনালী ব্যাংক লিমিটেড, প্রধান কার্যালয়, ঢাকা তারিখ: ১৫/০২/১৭ এজিএম-১/২/ এসএসএ ১. উপস্থাপনা করুন ২. প্রাথমিক কন্সল ৩. প্রাপ্ত অবধি দিন ৪. নথিভুক্ত করুন ৫. প্রয়োজনীয় পদক্ষেপ নিন ৬. ....দিনের মধ্যে সম্পাদন করুন ডেপুটি মেনেজার ম্যানেজার</p>	২০০
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Dated: 22 February, 2017

**Subject: Sanction of 27(Twenty Seven) days leave(Outside Bangladesh) with full pay to visit the Holy Places in India.**

Dear Sir,

Reference letter no. 423 dated the 16<sup>th</sup> January, 2017 of General Manager's Office, Rangpur on the captioned subject.

We advise that in consideration of your application and recommendation of General Manager's Office, Rangpur, the authority has sanctioned 27(Twenty Seven) days leave (Outside Bangladesh) with full pay from the date of availment with the permission to visit the 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/-  
( Md. Sirajul Islam )  
Assistant General Manager

**Copy forwarded for kind information and necessary action :**

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

Assistant General Manager  
MD. SIRAJUL ISLAM  
Assistant General Manager  
Personnel Management Division (Sec.3/4)  
Sonali Bank Limited  
Head Office, Dhaka.