

NO. PMD/OMD/SEC-1/PF(O-11368)/ 2027

Dated : 26 February, 2017

Mr. Shah Md. Helal Uddin (35246)
Senior Principal Officer
Sonali Bank Limited
Wage Earners' Corporate Branch
Dhaka.

ইনফরমেশন নং ৯৫৫১১২১
১. উপস্থাপন করুন
২. আলাপ করুন
৩. প্রস্তাব জমাব দিন
৪. নথিভুক্ত করুন
৫. প্রয়োজনীয় পদক্ষেপ নিন
৬.দিনের মধ্যে সম্পাদন করুন
ডেপুটি জেনারেল ম্যানেজার

Dear Sir,

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

Reference may please be made to the letter no. 785 dated 19 February, 2017 of General Manager's Office, Dhaka-1, Dhaka on the captioned subject .

We have to advise you that in consideration of your application and recommendation of the branch, the authority has sanctioned 15 days leave (outside Bangladesh) including transit period from 01 March, 2017 or from the date of availing with a permission to visit India under the following terms & conditions :

Conditions :

- 1) You will have to bear all expenses of the visit. There will be no financial involvement of Sonali Bank Limited & Government of Bangladesh.
- 2) It will be treated as leave outside Bangladesh.
- 3) Over stay in abroad will not be allowed.
- 4) This sanction letter will remain valid for 03 (three) months from the date of issue.

Yours Faithfully,

S/d-

(Tauhidul Islam)

Assistant General Manager

Copy forward for kind information & necessary action to:

- 01) The General Manager, Sonali Bank Limited, General Manager's Office, Dhaka-1, Dhaka.
- 02) The Deputy General Manager, Information Technology Division-2, Sonali Bank Limited, Head Office, Dhaka. They are requested to upload the letter in the Bank's website.
- 03) The Deputy General Manager, Sonali Bank Limited, Wage Earners' Corporate Branch, Dhaka.
- 04) Immigration Officer, All Airports/All Landports, Bangladesh.


Assistant General Manager
Tauhidul Islam
Assistant General Manager
Personnel Management Division
Sonali Bank Limited
Head Office Dhaka.