



সোনালী ব্যাংক লিমিটেড

SONALI BANK LIMITED

PERSONNEL MANAGEMENT DIVISION
OFFICER MANAGEMENT DEPARTMENT
(SECTION-2)

Head Office, Dhaka-1000
Bangladesh.

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Deputy General Manager

Phone: +8802-9564515

NO.PMD/OMD/SEC-2/(PF-11387)/ 4131

Dated: 19 March, 2017

MOHAMMAD MORSHED ULLAH KHAN CHOWDHURY (G-35440)

(Passport No-BM 0714520)

Manager (Senior Principal Officer)

Sonali Bank Limited

Hathazari Branch, Chittagong

Bangladesh.

ইনফরমেশন টেকনোলজি ডিভিশন
সোনালী ব্যাংক লিমিটেড, প্রধান কার্যালয়, ঢাকা
তারিখ: 22/03/2017
এসি. জেনারেল ম্যানেজার
১. উপস্থাপন করুন
২. মাপ করুন
৩. দ্রুত জবাব দিন
৪. নথিভুক্ত করুন
৫. প্রয়োজনীয় পদক্ষেপ দিন
৬. ...দিনের মধ্যে সম্পাদন করুন
ডেপুটি জেনারেল ম্যানেজার

Mr. Faruk

**Subject : Sanction of 20 (Twenty) days leave (Outside Bangladesh)
with full pay to visit in India.**

Dear Sir,

Reference letter No. 1059 dated the 23 February, 2017 of General Manager's Office, Chittagong on the captioned subject.

We have to advise that in consideration of your application and recommendation of General Manager's Office, Chittagong the authority has sanctioned 20 (Twenty) 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:-

- General Manager, Sonali Bank Limited, General Manager's Office, Chittagong. As per their proposal Mr. Jasim Uddin, Principal Officer, Hathazari Branch will hold the charge of manager temporarily on leave of Mohammad Morshed Ullah Khan Chowdhury.
- Director, Hazrat Shahjalal (Rh.) International Airport, Dhaka/ Shah Amanat International Airport, Chittagong.
- Deputy General Manager, Sonali Bank Limited, Principal Office, Chittagong North, Chittagong.
- 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.
- Manager, Sonali Bank Limited, Hathazari Branch, Chittagong.
- Immigration Officer, Hazrat Shahjalal (Rh.) International Airport, Dhaka/Shah Amanat International Airport, Chittagong/Benapole, Jessore/ Burimari, Lalmonirhat/All Land Ports, Bangladesh.

Tauhidul Islam
Assistant General Manager

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