



সোনালী ব্যাংক লিমিটেড

SONALI BANK LIMITED

PERSONNEL MANAGEMENT DIVISION
OFFICER MANAGEMENT DEPARTMENT
(SECTION-2)

Head Office, Dhaka-1000
Bangladesh.
Phone: +8802-9550426-34
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E-mail: dgmpmd@sonalibank.com.bd
Deputy General Manager

NO.PMD/OMD/SEC-2/(CF-22665)/ 4135

A K M TORIQUEL ALLAM SIRAZI (G-23422)
(Passport No-OC 4140579),
Principal Officer,
Sonal Bank Limited,
Regional Office, Chapai Nawabgonj,
Bangladesh.

ইনস্ট্রাকশন নং: ১৯৪/১৬	Phone: +8802-95614515
সোনালী ব্যাংক লিমিটেড, প্রধান কার্যালয়, ঢাকা	
তারিখ: ২২/৩/১৭	নং: ২২০৪
এজিএম-১/২/এসএসএ	Dated : 22 March, 2017
১. উপস্থাপন করুন	
২. প্রায়শ্চিত্ত করুন	
৩. দ্রুত অবসর দিন	
৪. নথিভুক্ত করুন	
৫. প্রয়োজনীয় পদক্ষেপ নিন	
৬.দিনের মধ্যে সম্পাদন করুন	
ডেপুটি জেনারেল ম্যানেজার	

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

Dear Sir,

Reference letter No. 6259 dated the 20 December, 2016 of General Manager's Office, Rajshahi on the captioned subject.

We have to advise that in consideration of your application and recommendation of General Manager's Office, Rajshahi 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:-

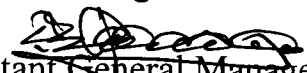
- You will have to bear all expenses of the visit. There will be no financial involvement of Sonali Bank Limited/Government of Bangladesh.
- This sanctioned leave will be treated as Leave outside Bangladesh.
- Staying abroad over the sanctioned leave is strictly prohibited.**
- This sanctioned letter 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:-

- General Manager, Sonali Bank Limited, General Manager's Office, Rajshahi.
- 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.
- Assistant General Manager, Sonali Bank Limited, Regional Office, Chapai Nawabgonj.
- Immigration Officer, Hazrat Shahjalal (Rh.) International Airport, Dhaka/ Sonamasjid Land Port, Chapai Nawabgonj/All Land Ports, Bangladesh.


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