



সোনালী ব্যাংক লিমিটেড

SONALI BANK LIMITED

PERSONNEL MANAGEMENT DIVISION

(SECTION-4)

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No. PMD/SEC-4/PF- 17531/5029

Md Akkas Ali
Officer (G-28625).
Passport No: OC 3037135
Sonali Bank Limited
Principal Office
Jhenaidah.

১. উপস্থাপন করুন
২. আবেদন করুন
৩. প্রাপ্ত আদেশ দিন
৪. মাপসুল করুন
৫. প্রয়োজনীয় পদক্ষেপ নিন
৬.দিনের মধ্যে সিদ্ধান্ত করুন

২২/৪
এসএসএ
ডেপুটি জেনারেল ম্যানেজার

Dated: 10 April, 2017

Subject: Sanction of 15(Fifteen) days leave (Outside Bangladesh) with full pay to visit the holy & spectacular places in India.

Dear Sir,

Reference letter no. 1113 dated the 13th March, 2017 of General Manager's Office, Khulna on the captioned subject.

We advise that in consideration of your application and recommendation of General Manager's Office, Khulna, the authority has sanctioned 15(Fifteen) days leave (Outside Bangladesh) with full pay from the date of availment with the permission to visit the holy & spectacular 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, Khulna.
2. Deputy General Manager, Information Technology Division-2, Sonali Bank Limited, Head Office, Dhaka.
3. Deputy General Manager, Sonali Bank Limited, Principal Office, Jhenaidah.
4. Immigration Officer, Hazrat Shahjalal (Rh) International Airport, Dhaka.
5. Immigration Officer, All Land ports/All Other International Airports, Bangladesh.
6. 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