



সোনালী ব্যাংক লিমিটেড
SONALI BANK LIMITED

HUMAN RESOURCE MANAGEMENT DIVISION
OFFICER MANAGEMENT DIVISION(SECTION-4)

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No. HRMD / SEC-4 / PF-21494 / 5094

Date : 29/04/2019

BASHU DEV NATH
Officer(IT)
Index No : G - 34965
Passport No : BQ 0237449
Sonali Bank Limited
Principal Office
Chattogram-North, Chattogram.

ইনফরমেশন টেকনোলজি ডিভিশন(বিজনেস আইটি) সোনালী ব্যাংক লিমিটেড, প্রধান কার্যালয়, ঢাকা। তারিখ: ৩০/৪/১৯ নম্বর: ১৯/০৬ এজিএম-১/২/৩, এসপিও/সি, প্রোগ্রামার/সি, ইটিআই (আইটি)
১. উপস্থাপন করান ২. মসৌপ করান ৩. দ্রুত জবাব দিন ৪. নথিভুক্ত করান ৫. প্রয়োজনীয় পদক্ষেপ নিন ৬.দিনের মধ্যে সম্পাদন করান
ডেপুটি জেনারেল ম্যানেজার

Mr Partho, Eng (IT)

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

Dear Sir,

Reference letter no. 1086 dated the 06th March, 2019 of Sonali Bank Limited, General Manager's Office, Chattogram on the captioned subject .

We advise that in consideration of your application and recommendation of concerned General Manager's Office, the authority has sanctioned 15(Fifteen) days leave(Outside Bangladesh) with full pay from the date of availment to visit the holy & spectacular places in India under the following terms and conditions :

1. You have to bear the expense of this proposed visit. There will be no financial involvement of Sonali Bank Limited /Government of people's Republic of Bangladesh.
2. It will be treated as "Leave outside Bangladesh".
3. **Staying abroad over the sanctioned leave will not be allowed at all.**
4. **This sanction letter will remain valid for 03 (Three) months from the date of issuance.**

Yours Faithfully

Sd /-

(Md. Jahangir Hossain)
Assistant General Manager

Copy forwarded for kind information and necessary action :

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

Assistant General Manager

Md. Jahangir Hossain
Assistant General Manager (A-2116)
Human Resource Management Division
(Section-3&4)
Sonali Bank Limited
Head Office, Dhaka.