



সোনালী ব্যাংক লিমিটেড

SONALI BANK LIMITED

PERSONNEL MANAGEMENT DIVISION  
(SECTION-4)

৪

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No. PMD/SEC-4/PF- 20835/6582

Md Abdullah Khandker  
Officer(G-32625)  
Passport No: BL 0922286  
Sonali Bank Limited  
Fulbari Branch  
Kurigram.

ইনফরমেশন টেকনোলজি ডিভিশন
সোনালী ব্যাংক লিমিটেড, পল্লব রোড, ঢাকা
তারিখ: 29/4/17
ক্রি.সং: ১/২/১/এসএসএ
১. উপস্থাপন করুন
২. আলাপ করুন
৩. প্রাপ্তি প্রদান দিন
৪. নথিভুক্ত করুন
৫. প্রয়োজনীয় পদক্ষেপ দিন
৬. .... দিনের মধ্যে সফরন করুন
ডেপুটি ম্যানেজার ম্যানেজার

Dated: 26 April, 2017

৬৬২৭  
M. Sirajul Islam  
WS

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

Dear Sir,

Reference letter no. 2238 dated the 27<sup>th</sup> March, 2017 of General Manager's Office, Rangpur on the captioned subject.

We advise that in consideration of your application and recommendation of General Manager's Office, Rangpur, 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 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, Rangpur.
2. Deputy General Manager, Information Technology Division-2, Sonali Bank Limited, Head Office, Dhaka.
3. Deputy General Manager, Sonali Bank Limited, Principal Office, Kurigram.
4. Immigration Officer, Hazrat Shahjalal(Rh) International Airport, Dhaka.
5. Immigration Officer, All Land ports /All Other International Airports, Bangladesh.
6. Manager, Sonali Bank Limited, Fulbari Branch, Kurigram.
7. 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.