



সোনালী ব্যাংক লিমিটেড

SONALI BANK LIMITED

HUMAN RESOURCE MANAGEMENT DIVISION

OFFICER MANAGEMENT DEPARTMENT

(SECTION-2)

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Deputy General Manager

Phone: +8802-9564515

NO.HRMD/OMD/SEC-2/(PF-23600)/

Dated : 05 MAY, 2019

MD KOUSAR ALI (G-24206)

(Passport No-BQ 0309315)

Principal Officer (Join Custodian General)

Sonali Bank Limited

Paba Branch, Rajshahi

Bangladesh.

Subject : Sanction of 45 days leave (outside Bangladesh) with full pay to visit K.S.A. for performing Holy Hajj-2019.

<p>ইনকোর্পোরেশন টেকনোলজি ডিভিশন(বিজনেস আইটি) সোনালী ব্যাংক লিমিটেড, প্রধান কার্যালয়, ঢাকা। তারিখ: 5/5/19, নম্বর: 2050 এজিএম-1/2/19, এমপিও/পি. প্রোগ্রামার/পি. ইটি (আইটি)</p> <p>১. উপস্থাপন করুন ২. আলোচন করুন ৩. দ্রুত জবাব দিন ৪. নথিভুক্ত করুন ৫.দিনের মধ্যে সম্পাদন করুন</p> <p>ডেপুটি জেনারেল ম্যানেজার</p>	<p>Mr. Faruk Engg (IT)</p>
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Dear Sir,

Reference may please be made to the letter No. 1460 dated the 04 April, 2019 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 45 days leave (outside Bangladesh) with full pay from the date of availing with a permission to visit K.S.A. for performing Holy Hajj-2019 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 sanction letter will be valid only for performing Holy Hajj-2019.

Yours faithfully,

Sd/-

(Md. Nurullah Khan)

Assistant General Manager

Phone: +8802-9551121

Copy forwarded for kind information & necessary action to:-

- General Manager, Sonali Bank Limited, General Manager's Office, Rajshahi. As per their proposal Mr.Md. Khademul Islam (G-24759), Principal Officer, Paba Branch, Rajshahi will hold the charge of (Join Custodian General) temporarily on leave of Mr. Md. Kousar Ali.
- Deputy General Manager, Information Technology Division (Business IT), Sonali Bank Limited, Head Office, Dhaka. They are requested to upload the Leave (Outside Bangladesh) sanction letter in the Bank's website.
- Deputy General Manager, Sonali Bank Limited, Principal Office, Rajshahi.
- Manager, Sonali Bank Limited, Paba Branch, Rajshahi with a request to send us the related joining report of the above officer specifying the date of leave availed.
- Immigration Officer, All Airports/All Lands Ports, Bangladesh.
- Mr.Md. Khademul Islam (G-24759), Principal Officer, Sonali Bank Limited, Paba Branch, Rajshahi.

Assistant General Manager

Md. Nurullah Khan
Assistant General Manager
Human Resources Mgt. Division
Sonali Bank Limited
Head Office, Dhaka.