



সোনালী ব্যাংক লিমিটেড

SONALI BANK LIMITED

Head Office

Motijheel, Dhaka-1000

Bangladesh.

Human Resource Management Division

Staff Management Department (Sec-7)

☎ : 47115437, Fax-9573765

E-mail: sblpmd7@gmail.com

No.PMD/SMD/SEC-7/PF(SSG-2 -2269)/9174

Dated : 01 August, 2019

S RABI KUMAR RAJAK

(Index No. G -31440 )

Supporting Staff Grade-2

Sonali Bank Training Institute

Rajshahi.

৯/৮/১৯ G ১১৬

১. উপস্থাপন করা  
২. অসম্মত  
৩. ত্রুটি সংশোধন  
৪. সন্মত  
৫. পরামর্শক্রমে সন্মত  
৬. ....

Mr Partho, Eng (IT)

Sub: Sanction of 24(Twenty four) days leave (Outside Bangladesh) with full pay to Visit India.

Dear Sir,

Reference may please be made to the letter no.- 3095 dated 14 July, 2019 of Sonali Bank Limited, General Manager's Office, Rajshahi on the captioned subject.

We have to advise you that in consideration of your application and recommendation of General Manager's Office, Rajshahi, the authority has sanctioned 24(Twenty four) days leave (Outside Bangladesh) from the date of availment with a permission to visit India under the following terms & conditions :

**Conditions :**

01. You will have to bear all expenses of the visit. There will be no financial involvement of Sonali Bank Limited & Government of Bangladesh.
02. It will be treated as "Leave-outside Bangladesh."
03. **Over stay in abroad will not be allowed.**
04. This sanction letter will remain valid for 03 (Three) months from the date of issue.

Yours Faithfully

Sd/-

(Md. Jahangir Hossain)

Assistant General Manager

**Copy forwarded for kind information & necessary action to :**

01. The General Manager, Sonali Bank Limited, General Manager's Office, Rajshahi.
02. The Deputy General Manager, Information and Technology (Business IT), Sonali Bank Limited, Head Office, Dhaka. They are requested to upload the leave (Outside Bangladesh) sanction letter in the Bank's website.
03. The Assistant General Manager, Sonali Bank Training Institute, Rajshahi.
04. Immigration Officer, All Airports/All Land Ports, Bangladesh.
05. Personal File Copy.

Assistant General Manager