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সোনালী ব্যাংক লিমিটেড
SONALI BANK LIMITED

PERSONNEL MANAGEMENT DIVISION
OFFICER MANAGEMENT DEPARTMENT
(SECTION-2)

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Bangladesh.
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Deputy General Manager
Phone: +8802-9564515

NO.PMD/OMD/SEC-2/(CF-15712)/7240

SAJJAD UL IMAM (C-37168)
(Passport No-OC 2081092),
Principal Officer,
Information Technology Division-1,
Sonali Bank Limited,
Head Office, Dhaka,
Bangladesh.

ইকোনমিক টেকনোলজি ডিভিশন
সহকারী ডায়েরি নং: ১০৬৬/১৫/১৭
তারিখ: ১৫/০৫/১৭
১. উপস্থাপনা করুন
২. জ্ঞাপন করুন
৩. দ্রুত জবাব দিন
৪. ক্ষতিকর করুন
৫. পরামর্শসহ পদক্ষেপ নিন
৬. নিম্নের ব্যক্তি সম্পর্কিত করুন
ডেপুটি জেনারেল ম্যানেজার

Dated : 09 May, 2017

১০৬৬

M. Panther
১০৬৬

Subject : Sanction of 15 (Fifteen) days leave (Outside Bangladesh) with full pay to visit in Thailand.

Dear Sir,

Reference letter No. 1066 dated the 11 April, 2017 of Information Technology Division-1, Sonali Bank Limited, Head Office, Dhaka on the captioned subject.

We have to advise that in consideration of your application and recommendation of Information Technology Division-1 the authority has sanctioned 15 (Fifteen) days leave (outside Bangladesh) with full pay from the date of availing with a permission to visit in Thailand 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 sanctioned letter will remain valid for 03(three) months from the date of issue.

Yours faithfully,
Sd/-

(Tauhidul Islam)

Assistant General Manager

Phone: +8802-9551121

Copy forwarded for kind information & necessary action to:-

- Director, Hazrat Shahjalal (Rh.) International Airport, Dhaka.
- Deputy General Manager, Information Technology Division-2, 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, Information Technology Division-1, Sonali Bank Limited, Head Office, Dhaka.
- Immigration Officer, Hazrat Shahjalal (Rh.) International Airport, Dhaka/Benapole, Jessore/Burimari, Lalmonirhat/All Land Ports, Bangladesh.

7240 (2)

Assistant General Manager