



সোনালী ব্যাংক লিমিটেড

SONALI BANK LIMITED

Head Office

Motijheel

Dhaka, Bangladesh.

Human Resource Management Division

Officer Management Department(Sec-1)

E-mail: dgmhrmd@sonalibank.com.bd

Phone : +8802-9564515 DGM, 9551121 AGM.

NO. HRMD/OMD/SEC-1/6276

Mr. Md. Delowar Hossain Sarder (G-28796)
Assistant General Manager
Human Resource Management Division
Sonali Bank Limited
Head Office
Dhaka, Bangladesh.

Dear Sir,

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

Reference may please be made to your application dated 15 May, 2019.

We have the pleasure to advise you that in consideration of your application the authority has sanctioned 45 days outside Bangladesh leave including transit period and government/ weekly holidays from the date of availing with a permission to visit K.S.A for performing Holy Hajj-2019 under the following terms & conditions:

Conditions :

1. You will have to bear all expenses of the visit. There will be no financial involvement of Sonali Bank Limited & Government of Bangladesh.
2. The Period of traveling will be adjusted from earned leave.
3. Over stay in abroad will not be allowed.
4. This sanction letter will be valid only for performing Holy Hajj-2019.


Yours Faithfully,

Sd/-

(Md. Nurullah Khan)
Assistant General Manager

Copy forward for kind information & necessary action to:

01. The Deputy General Manager, Information Technology Division (Business IT), Sonali Bank Limited, Head Office, Dhaka. They are requested to upload the letter in the Bank's website.
02. Immigration Officer, All Airports, Bangladesh.


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