



সোনালী ব্যাংক লিমিটেড
SONALI BANK LIMITED

Human Resource Management Division(Sec-3)
Head Office, Motijheel C/A.
Dhaka-1000. Bangladesh.
Phone : 88-02-9551121
E-Mail:sbl.hrmd3@sonalibank.com.bd

No.HRMD/SEC-3/PF/SO-08835/6118

Date : 30 May, 2019

RUHENA AKHTER JAHAN (G-16149)
Passport No. BY-0725186
Senior Officer (on PRL)
Sonali Bank Limited
Rangpur Corporate Branch, Rangpur
Bangladesh.

Subject : Permission to stay 60(Sixty) days in the Kingdom of Saudi Arabia (KSA) to perform the "Holy Hajj-2019"

Dear Madam,

We have the pleasure to advise that in consideration of your prayer and recommendation of Sonali Bank Limited, General Manager's Office, Rangpur the authority has permitted you to stay 60 (Sixty) days (Outside Bangladesh) in the Kingdom of Saudi Arabia (KSA) to perform the "Holly Hajj-2019" under the following terms and conditions :-

- (1) This permission will be treated as staying in the Kingdom of Saudi Arabia (KSA) only to perform the Holy Hajj-2019.
- (2) You will have to bear all expenses of the proposed visit.
- (3) There will be no financial involvement of Sonali Bank Limited / Government of Bangladesh.
- (4) Staying abroad over the sanctioned leave will not be allowed.

Yours faithfully

Sd/-

(Md. Jahangir Hossain)

Assistant General Manager.

Copy forwarded for kind information & necessary action:

01. General Manager, Sonali Bank Limited, General Manager's Office, Rangpur.
- ✓02. Deputy General Manager, Information Technology Division (Business IT), Sonali Bank Limited, Head Office, Dhaka. They are requested to upload the permission letter in the Bank's Website..
03. Assistant General Manager, Sonali Bank Limited, Rangpur Corporate Branch, Rangpur. They are requested to send her joining report after availment of leave.
04. Immigration Officer, All International Airports/Landports of Bangladesh.
05. Master Copy/Personal File/Office Copy.

Assistant General Manager

Md. Jahangir Hossain
Assistant General Manager (A-2116)
Human Resource Management Division
(Section-3&4)
Sonali Bank Limited
Head Office, Dhaka.