



সোনালী ব্যাংক লিমিটেড

SONALI BANK LIMITED

Head Office
Motijheel
Dhaka.

(৫)

Human Resource Management Division
Officer Management Department(Sec-1)
E-mail: dgmhrmd@sonalibank.com.bd
Phone : 9564515 DGM, 9551121 AGM.

NO. HRMD/OMD/SEC-1/6701

Dated : 13 June, 2019

Mr. S M Golam Mostafa (G-26662)
General Manager (on PRL)
Sonal Bank Limited
Head Office
Dhaka, Bangladesh.

ইনফরমেশন টেকনোলজি ডিভিশন(বিজনেস আইটি)
সোনালী ব্যাংক লিমিটেড, প্রধান কার্যালয়, ঢাকা।
তারিখ: ১৭.৬.১৯ মাস ২০১৯
এজিএম-১/২/৩, এসপিও/সি. প্রোগ্রামার/সি. ইঞ্জি (আইটি)
১. উপস্থাপন করুন
২. আলোচন করুন
৩. দ্রুত জবাব দিন
৪. নথিভুক্ত করুন
৫. প্রয়োজনীয় পদক্ষেপ নিন
৬.দিনের মধ্যে সম্পাদন করুন
ডেপুটি জেনারেল ম্যানেজার

Mr. Partho, Eng (IT)

Sir,

Subject : **Permission for 45 days to visit K.S.A. for performing Holy Hajj-2019.**

Reference may please be made to the letter no. 598 dated 24 April, 2019 of Establishment & Engineering Division, Sonali Bank Limited, Head Office, Dhaka on the captioned subject.

We have the pleasure to advise you that in consideration of your application and divisional recommendation, the Board of Directors of Sonali Bank Limited in their 635th meeting held on 27 May, 2019 has permitted you to visit K.S.A. for performing Holy Hajj-2019 for 45 days including transit period from 01 July, 2019 or from the date of availing 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. Over stay in abroad will not be allowed.
03. This letter of permission will remain valid for Holy Hajj-2019.

Yours Faithfully,

S/d-

(Md. Anwar Kadir Chowdhury)
Deputy General Manager

Copy forward for kind information & necessary action to :

- 01) The General Manager, Establishment & Engineering Division, Sonali Bank Limited, Sonali Bank Limited, Head Office, Dhaka.
- ✓ 02) 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.
- 03) Immigration Officer, All Airports, Bangladesh.

Deputy General Manager

Md. Anwar Kadir Chowdhury
Deputy General Manager
Human Resource Management Division
Sonal Bank Limited
Head Office Dhaka