



সোনালী ব্যাংক লিমিটেড

SONALI BANK LIMITED

Head Office

Motijheel

Dhaka.

Human Resource Management Division

Officer Management Department(Sec-1)

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NO. HRMD/OMD/SEC-1/7215

Dated : 25 June, 2019

Mr. Md. Nasir Uddin Talukder (G-21916)

Deputy General Manager (Incharge)

Sonali Bank Limited

General Manager's Office

Barishal, Bangladesh.

**Amendment**

Sir,

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

Reference may please be made to the letter no. 1765 & 2159 dated 13 May & 19 June, 2019 of Sonali Bank Limited, General Manager's Office, Barishal on the captioned subject.

We have the pleasure to advise you that in consideration of your application and recommendation of General Manager's Office, the Board of Directors of Sonali Bank Limited in their 637th meeting held on 17 June, 2019 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.

As per approval of the authority Mr. Md. Golam Siddique (G-34186), Deputy General Manager, Principal Office, Barishal will take over the charges (as additional Charges of his present duties) of the General Manager's Office, Barishal temporarily during your leave period.

Yours Faithfully,


Sd/-

(Md. Nurullah Khan)

Assistant General Manager

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

01. The General Manager, Sonali Bank Limited, General Manager's Office, Barishal, with a request to send us the related joining report of the above Executive specifying the date of leave availed.
- ✓ 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. Mr. Md. Golam Siddique (G-34186), Deputy General Manager, Sonali Bank Limited, Principal Office, Barishal. You will take over the charges (as additional Charges of his present duties) of the General Manager's Office, Barishal during the sanctioned leave period of Mr. Md. Nasir Uddin Talukder.
04. The Deputy General Manager, Sonali Bank Limited, Principal Office, Barishal.
05. Immigration Officer, All Airports, Bangladesh.

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