



সোনালী ব্যাংক লিমিটেড

SONALI BANK LIMITED

Head Office

Motijheel, Dhaka-1000

Bangladesh.

Human Resource Management Division

Staff Management Department (Sec-7)

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E-mail: sblpmd7@gmail.com

29.6.2019 22:46

No.HRMD/SMD/SEC-7/PF(SSG-1-846)/7313

Dated : 26 June, 2019

MOHAMMAD ABDUL HYE (G-21659)

(Passport No. OC 6128160)

Supporting Staff Grade-1

Sonali Bank Limited

Kapasias Branch

Gazipur.

Mr Pantho, Eng (IT)

Sub: **Sanction of 45(Forty Five) days leave (Outside Bangladesh) with full pay to visit Saudi Arabia for perform the holy Hajj-2019.**

Dear Sir,

Reference may please be made to the letter no.- 2136 dated 11 June, 2019 of Sonali Bank Limited, General Manager's Office, Dhaka-1 on the captioned subject.

We have to advise you that in consideration of your application and recommendation of General Manager's Office, Dhaka-1 the authority has sanctioned 45(Forty Five) days leave (Outside Bangladesh) from the date of availment with a permission to visit Saudi Arabia 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. It will be treated as "Leave-outside Bangladesh."
03. **Over stay in abroad will not be allowed.**
04. This sanction letter will remain valid for perform the holy Hajj-2019 only.


Yours Faithfully

Sd/-

(Md. Delowar Hossain Sarder)
Assistant General Manager

Copy forwarded for kind information & necessary action to :

01. General Manager, Sonali Bank Limited, General Manager's Office, Dhaka-1.
02. The Deputy General Manager, Information Technology Division (Business IT), Sonali Bank Limited, Head Office, Dhaka. They are requested to upload the leave (Outside Bangladesh) sanction letter in the Bank's website.
03. The Deputy General Manager, Sonali Bank Limited, Principal Office, Gazipur.
04. Immigration Officer, All Airports, Bangladesh.
05. The Manager, Sonali Bank Limited, Kapasia Branch, Gazipur.
06. Personal File


Assistant General Manager
Md. Delowar Hossain Sarder
Assistant General Manager
Human Resource Management Division
Sonali Bank Limited
Head Office, Dhaka.