



সোনালী ব্যাংক লিমিটেড

SONALI BANK LIMITED

Head Office
Motijheel, Dhaka

Human Resource Management Division

Staff Management Department (Section-6)

Phone : 9564515, 47115437

Fax : 88-02-9573765

E-mail : dgmhrmd@sonalibank.com.bd

NO-HRMD/SMD-06/PF(AOG-1(IT)-EX-589/7692

Dated : 03 July, 2019

MD KALIM UDDIN (G-26085)

(Passport No. BY0550998)

Assistant Officer Grade-1 (IT)

(ON PRL FROM: 02.01.2019)

Sonali Bank Limited

Gulshan New North Circle Branch

Dhaka.

Subject : Permission to visit K.S.A for performing Holy Hajj-2019 for 45(forty five) days.

Reference may please be made to the letter no. 2490 dated 30.06.2019 of General Manager's Office, Dhaka-1, Dhaka on the captioned subject.

We have to advise you that in consideration of your application and the recommendation of General Manager's Office, Dhaka-1, Dhaka the authority has allowed you to visit K.S.A for performing Holy Hajj-2019 for 45(forty five) days including transit period 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 staying is strictly prohibited.**
- 03) This letter will remain valid for Holy Hajj-2019 only.

Yours Faithfully,

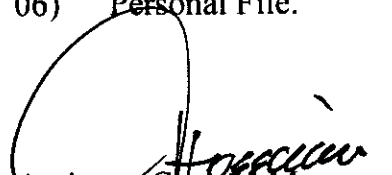
Sd/-

(Md. Delowar Hossain Sarder)
Assistant General Manager

বাংলাদেশ টেলিযোগাযোগ কর্তৃক পরিচালিত	
সোনালী ব্যাংক লিমিটেড, প্রধান কার্যালয়, ঢাকা।	
তারিখ:	৪/৭/১৯ (৬/২২)
স্মারক/সংখ্যা: HRMD/সি.ইউ.এ (অইউ)	
১. উপস্থাপন করুন	Mrs Partho, Eng (IT)
২. অ্যাক্সপ করুন	
৩. মুদ্রা জবাব দিন	
৪. নথিভুক্ত করুন	
৫. প্রমোভনীর পরে অ্যাক্সপ দিন	
৬.বিষয়ে নথি সংরক্ষণ করুন	
স্বাক্ষরিত/স্বাক্ষরিত/স্বাক্ষরিত	

Copy forwarded for kind information & necessary action to :

- 01) The General Manager, Sonali Bank Limited, General Manager's Office, Dhaka-1, Dhaka. It has a reference to their letter no.2490, dated 30.06.2019.
- 02) The Deputy General Manager, Information and Technology Division-2, 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, Bangabandhu Avenue (Dhaka Central), Dhaka.
- 04) The Assistant General Manager, Sonali Bank Limited, Gulshan New North Circle Branch, Dhaka.
- 05) The Immigration Officer, All International Airports, Bangladesh.
- 06) Personal File.


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