



সোনালী ব্যাংক লিমিটেড

SONALI BANK LIMITED

HUMAN RESOURCE MANAGEMENT DIVISION

OFFICER MANAGEMENT DEPARTMENT

(SECTION-2)

Head Office, Dhaka-1000  
Bangladesh.

Phone: +8802-9550426-34

Fax: +88-02-9561409

E-mail: dgmhrmd@sonalibank.com.bd

Deputy General Manager

Phone: +8802-9564515

NO.HRMD/OMD/SEC-2/(PF-7690)

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১. উপস্থাপন করুন  
২. অঙ্গীকার করুন  
৩. মুক্ত জবাব দিন  
৪. নবীকৃত করুন  
৫. প্রয়োজনীয় পদক্ষেপ দিন  
৬. ....সিস্টেম মধ্যে সম্পাদন করুন

৩০.০৭.১৮

ডেপুটি জেনারেল ম্যানেজার

Dated : 11 JULY, 2018

MOHAMMAD MEHERUL ISLAM (G-29461)

(Passport No-OC 9160587)

Principal Officer

Sonali Bank Limited

Dinajpur Corporate Branch

Dinajpur, Bangladesh.

**Subject : Sanction of 45 days leave (outside Bangladesh) with full pay to visit K.S.A. for performing Holy Hajj-2018.**

Dear Sir,

Reference may please be made to the letter No. 5072 dated the 26 June, 2018 of General Manager's Office, Rangpur on the captioned subject.

We have to advise that in consideration of your application and recommendation of General Manager's Office, Rangpur the authority has sanctioned 45 days leave (outside Bangladesh) with full pay from the date of availing with a permission to visit K.S.A. for performing Holy Hajj-2018 under the following terms & conditions:-

- You will have to bear all expenses of the visit. There will be no financial involvement of Sonali Bank Limited/Government of Bangladesh.
- This sanctioned leave will be treated as Leave outside Bangladesh.
- Staying abroad over the sanctioned leave is strictly prohibited.
- This sanction letter will be valid only for performing Holy Hajj-2018.

Yours faithfully,

Sd/-

(Abdul Awal Bhuiyan)

Assistant General Manager

Phone: +8802-9551121

**Copy forwarded for kind information & necessary action to:-**

- General Manager, Sonali Bank Limited, General Manager's Office, Rangpur.
- 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.
- Deputy General Manager, Sonali Bank Limited, Principal Office, Dinajpur.
- Assistant General Manager, Sonali Bank Limited, Dinajpur Corporate Branch, Dinajpur with a request to send us the related joining report of the above officer specifying the date of leave availed.
- Immigration Officer, All Airports, Bangladesh.

Assistant General Manager

Abdul Awal Bhuiyan  
Asstt. General Manager  
Human Resource Management Division  
Sonali Bank Limited  
Head Office, Dhaka.