



সোনালী ব্যাংক লিমিটেড

SONALI BANK LIMITED

HUMAN RESOURCE MANAGEMENT DIVISION

OFFICER MANAGEMENT DEPARTMENT

(SECTION-2)

Head Office, Dhaka-1000, Bangladesh.

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Deputy General Manager

Phone: +8802-9564515

NO.HO/HRMD/OMD/SEC-2/(PF-17790)/

SYED MD SAIFUL ISLAM (C-41512)

(Passport No-BT 0648648)

Principal Officer (Manager)

Sonali Bank Limited

Setabgonj Branch

Dinaipur, Bangladesh.

সোনালী ব্যাংক লিমিটেড, প্রধান কার্যালয়, ঢাকা।
তারিখ: 12.07.2018
এজি.সি-১/২/৩, এন.সি.ও.সি. প্রোগ্রামার/সি.সি. প্রোগ্রামার

১. উপস্থাপন করুন
২. স্মারক করুন
৩. দস্ত জবাব দিন
৪. নথিভুক্ত করুন
৫. প্রয়োজনীয় পদক্ষেপ নিন
৬.দিনের মধ্যে সম্পাদন করুন

ডেপুটি জেনারেল ম্যানেজার

Dated : 11 JULY, 2018

Subject : Permission to visit India for 30 days as medical attendant.

Dear Sir,

Reference may please be made to the letter No.5034 dated the 25 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 permitted you to visit India for 30 days including transit period from the date of availing as medical attendant of your Daughter 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 sanctioned letter will remain valid for 03(three) months from the date of issue.

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. As per their proposal Mr. Nur Ahmed (G-31763), Senior Officer, Setabgonj Branch, Dinaipur will hold the charge of Manager temporarily on leave of of Mr.Syed Md Saiful Islam.
- 9211(2) 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, Dinaipur with a request to send us the related joining report of the above officer specifying the date of leave availed.
- Manager, Sonali Bank Limited, Setabgonj Branch, Dinaipur.
- Immigration Officer, All Airports/All Land Ports, Bangladesh.
- Mr. Nur Ahmed (G-31763), Senior Officer, Sonali Bank Limited, Setabgonj Branch, Dinaipur.

Assistant General Manager

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