



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.HRMD/OMD/SEC-2/(PF-13553)/

২২/৭/১৯ ৬৬১৮ Dated : 18 JULY, 2019

S M HUMAYUN KABIR (C-37431)
(Passport No-BY 0433687)
Principal Officer
Sonal Bank Limited
General Manager's Office, Rangpur
Bangladesh.

Mr Partho, Eng (IT)

Subject : Sanction of 30 (Thirty) days leave (Outside Bangladesh) with full pay to visit in India.

Dear Sir,

Reference may please be made to the letter No.4279 dated the 23 June, 2019 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 30 days leave (outside Bangladesh) with full pay from the date of availing with a permission to visit in India 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/-

(Md. Jahangir Hossain)
Assistant General Manager
Phone: +8802-9551121

Copy forwarded for kind information & necessary action to:-

01. General Manager, Sonali Bank Limited, General Manager's Office, Rangpur with a request to send us the related joining report of the above officer specifying the date of leave availed.
- 8499 (2) 02. Deputy General Manager, Information Technology Division (Business IT), Sonali Bank Limited, Head Office, Dhaka. They are requested to upload letter in the Bank's website.
03. Immigration Officer, All Airports/All Land Ports, Bangladesh.

Assistant General Manager

Md. Jahangir Hossain
Assistant General Manager (A-2118)
Human Resource Management Division
(Section-3&4)
Sonali Bank Limited
Head Office, Dhaka.