



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-22643)/

Dated : 24 JULY, 2019

SHALIM AHMED CHOWDHURY (G-23055)

(Passport No-OC 5153460)

Principal Officer (Manager)

Sonali Bank Limited

Amjad Ali Road Branch

Sylhet, Bangladesh.

Subject : Sanction of 45 days leave (outside Bangladesh) with full pay to visit K.S.A. for performing Holy Hajj-2019.

Dear Sir,

Reference may please be made to the letter No. 1811 dated the 09 July, 2019 of General Manager's Office, Sylhet on the captioned subject.

We have to advise that in consideration of your application and recommendation of General Manager's Office, Sylhet 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-2019 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-2019

Yours faithfully,

Sd/-

(Md. Nurullah Khan)

Assistant General Manager

Phone: +8802-9551121

Copy forwarded for kind information & necessary action to:-

- General Manager, Sonali Bank Limited, General Manager's Office, Sylhet. As per their proposal Mr.Sajal Acharjee (C-38084), Principal Officer, Principal Office, Sylhet will hold the charge of Manager temporarily Amjad Ali Road Branch, Sylhet on leave of Mr.Shalim Ahmed Chowdhury.
- Deputy General Manager, Information Technology Division (Business IT), Sonali Bank Limited, Head Office, Dhaka. They are requested to upload the letter in the Bank's website.
- Deputy General Manager, Sonali Bank Limited, Principal Office, Sylhet with a request to send us the related joining report of the above officer specifying the date of leave availed.
- Manager, Sonali Bank Limited, Amjad Ali Road Branch, Sylhet.
- Immigration Officer, All Airports/All Lands Ports, Bangladesh.
- Mr.Sajal Acharjee (C-38084), Principal Officer, Sonali Bank Limited, Principal Office, Sylhet.

ইনফরমেশন টেকনোলজি ডিভিশন/বিজনেস আইটি	
সোনালী ব্যাংক লিমিটেড, প্রধান কার্যালয়, ঢাকা।	
তারিখ	28/09/2019
ক্রমিক-সংখ্যা	৬৪৯০
১. উপস্থাপন করুন	
২. আশাপ করুন	
৩. দ্রুত জবাব দিন	
৪. নথিভুক্ত করুন	
৫. প্রয়োজনীয় পদক্ষেপ দিন	
৬.দিনের মধ্যে সম্পাদন করুন	
ডেপুটি জেনারেল ম্যানেজার	

Assistant General Manager

Md. Nurullah Khan
Assistant General Manager
Human Resources Mgt. Division
Sonali Bank Limited
Head Office, Dhaka.