



সোনালী ব্যাংক লিমিটেড

SONALI BANK LIMITED

Head Office  
Motijheel  
Dhaka.

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Human Resource Management Division

Officer Management Department(Sec-1)

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NO. HRMD/OMD/SEC-1/10120

Mr. Mohammad Shahab Uddin (G-26629)  
Assistant General Manager (On PRL)  
Establishment & Engineering Division  
Sonali Bank Limited  
Head Office  
Dhaka, Bangladesh.

Dear Sir,

Subject: **Permission to visit India for 50 days.**

Reference may please be made to the letter no. 94 dated 29 July, 2018 of Establishment & Engineering Division, Sonali Bank Limited, Head Office, Dhaka on the captioned subject.

We have to advise you that in consideration of your application and Divisional recommendation, the authority has allowed you to visit India for 50 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 stay in abroad will not be allowed.
03. This sanction letter will remain valid for 03 (three) months from the date of issue.

Yours Faithfully,

Sd/-

(Md. Nurullah Khan)  
Assistant General Manager

**Copy forward for kind information & necessary action to:**

01. The Deputy General Manager, Establishment & Engineering Division, Sonali Bank Limited, Head Office, Dhaka.
02. The 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.
03. Immigration Officer, All Airports/All Landports, Bangladesh.

Assistant General Manager

**Md. Nurullah Khan**  
Assistant General Manager  
Human Resource Mgt. Div.  
Sonali Bank Limited  
Head Office, Dhaka.

সোনালী ব্যাংক লিমিটেড, প্রধান কার্যালয়, ঢাকা  
তারিখ: 05/08/2018  
ক্র.সং: 1/2/3, 4/5/6/7, 8/9/10/11, 12/13/14/15  
১. উপস্থাপন করুন  
২. আলোচনা করুন  
৩. দ্রুত জবাব দিন  
৪. নথিভুক্ত করুন  
৫. প্রয়োজনীয় পদক্ষেপ দিন  
৬. ....দিনের মধ্যে সম্পাদন করুন  
ডেপুটি জেনারেল ম্যানেজার

Dated : 02 August, 2018