



সোনালী ব্যাংক লিমিটেড
SONALI BANK LIMITED

খুলনা কর্পোরেট শাখা, খুলনা।

ফোন-০৪১-৭২২৪৩৭, ৮১৩২৯৪
ফ্যাক্স-০৪১-৭২০৫০৮
তার-জাতীয় খুলনা
ই-মেইল-sbkulcorp@gmail.com

No.SBL/KHULCORP/PD/
Dated: 05.09.2018

“Memorandum”

(Leave Outside Bangladesh)

Subject:- Sanction of 15 (Fifteen) days leave (outside Bangladesh) with full pay from the date of availment to visit the holy & spectacular places and meet your relatives in India: Md. Mahbubur Rahman (C-42121), Officer, Sonali Bank Limited, Khulna Corporate Branch, Khulna.

Human Resource Management Division, (Sec-4), Sonali Bank Limited, Head Office, Dhaka vide their letter No.HRMD/SEC-4/PF-17740/10085 Dated: 05.08.2018 has sanctioned Md. Mahbubur Rahman (C-42121), Officer 15 (Fifteen) days leave (outside Bangladesh) from the date of availing with a permission to visit India. Consequently Md. Mahbubur Rahman has applied for permission to avail the leave from 18.09.2018 to 02.10.2018.

This is to advise that in consideration with the prayer for availing the leave and recommendation of competent authorities Md. Mahbubur Rahman (C-42121), Officer has been permitted to avail leave from 18.09.2018 to 02.10.2018 under the following terms & conditions:

Conditions:-

- (1) You have to bear all expenses of proposed visit. There will be no financial involvement of Sonali Bank Limited/Govt. of Bangladesh.
- (2) It will be treated as “Leave-outside Bangladesh.”
- (3) Staying abroad over the sanctioned leave will not be allowed at all.

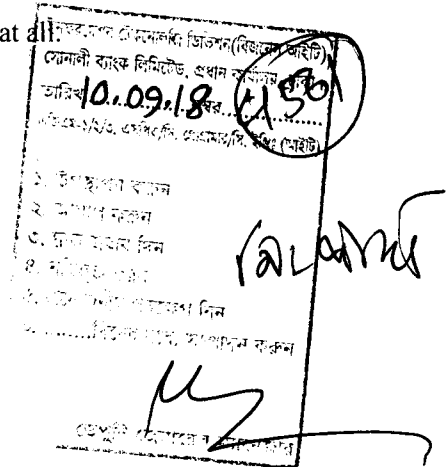
Md. Mahbubur Rahman (C-42121)
Officer
Passport No. BR 0674134
Sonali Bank Limited
Khulna Corporate Branch, Khulna.

Sd/-
(Gopal Chandra Goldar)
Deputy General Manager

Copy forwarded to:

01. General Manager, Sonali Bank Limited, General Manager’s Office, Khulna.
02. Deputy General Manager, Human Resource Management Division, Officer Management Department (Section-4), Sonali Bank Limited, Head Office, Dhaka.
03. Deputy General Manager, Information Tecnology Division, (Bussiness IT), Sonali Bank Limited, Head Office, Dhaka.
04. Immigration Officer, Hazrat Shahjalal (Rh.) International Airport, Dhaka, Bangladesh.
05. Immigration Officer, All Other International Airports/Land ports, Bangladesh.
06. Mr. Gazi Al-Beruni, Assistant General Manager, Sonali Bank Limited, Khulna Corporate Branch, Khulna.
07. Mr. Md. Ziaur Rahman, Senior Principal Officer, Sonali Bank Limited, Khulna Corporate Branch, Khulna.
08. Md. Taufiq Hossain (C-37955), Senior Officer (Cash), Sonali Bank Limited, Khulna Corporate Branch, Khulna. He will do the all duties of Md. Mahbubur Rahman during the period of leave.
09. Personal File Copy.
10. Office Copy.

Deputy General Manager



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