



সোনালী ব্যাংক লিমিটেড
SONALI BANK LIMITED

PERSONNEL MANAGEMENT DIVISION
OFFICER MANAGEMENT DEPARTMENT
(SECTION-2)

Head Office, Dhaka-1000
Bangladesh.
Phone: 9550426-34
Fax-88-02-9561409
E-mail:dgmpmd@sonalibank.com.bd
Dy. General Manager
Phone: 9564515

NO.PMD/OMD/SEC-2/(PF-19585)/

Mr. Jitendro Nath Sarker (G-27101),
(Passport No-BK 0989324),
Principal Officer (Manager),
Sonali Bank Limited,
Rajarhat Branch,
Kurigram,
Bangladesh.

ইনফরমেশন টেকনোলজি ডিভিশন
সোনালী ব্যাংক লিমিটেড, প্রধান কার্যালয়, ঢাকা
তারিখ: ২১/৯/১৬
এজিএম-১/১/ এস.এস.এ
১. উপস্থাপন করুন
২. স্বাক্ষর করুন
৩. প্রকৃত জবাব দিন
৪. মর্মেটুজ করুন
৫. প্রয়োজনীয় পদক্ষেপ নিন
৬.দিনের মধ্যে সমাপন করুন
ডেপুটি সিনিয়র ম্যানেজার

9864

Dated :21September, 2016.

Subject : Sanction of 20 (Twenty) days leave (OutsideBangladesh) with full pay to visit religious places in India.

Dear Sir,

Reference letter No.6468 dated the 22th August, 2016 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 20 (Twenty) days leave (outside Bangladesh) with full pay from the date of availing with a permission to visit religious places in India under the following terms & conditions:-

Conditions:-

- 1)You will have to bear all expenses of the visit. There will be no financial involvement of Sonali Bank Limited/Govt. of Bangladesh.
- 2)This sanctioned leave will be treated as Leave outside Bangladesh.
- 3)**Staying abroad over the sanctioned leave is strictly prohibited.**
- 4)This sanctioned letter will remain valid for 03(three) months from the date of issue.


Yours faithfully,
Sd/-

(Tauhidul Islam)
Assistant General Manager.
Phone: 02-9551121

copy forwarded for kind information & necessary action to :-

- 1.General Manager, Sonali Bank Limited, General Manager's Office, Rangpur.
As per your proposal Mr. Ahmad Ali, Senior Officer (cash) will hold the charge of manager temporarily on leave of Mr. Jitendro Nath Sarker.
- 2,Director, Hazrat Shahjalal (Rh.) International Airport, Dhaka.
- 3,Deputy General Manager, Information Technology Division-2, Sonali Bank Limited, Head Office, Dhaka.They are requested to upload the Leave (Outside Bangladesh) sanction letter in the Bank's website.
- 4.Deputy General Manager, Sonali Bank Limited, Principal Office, Kurigram.
- 5.Manager, Sonali Bank Limited, Rajarhat Branch, Kurigram.
- 6.Immigration Officer, Hazrat Shahjalal(Rh.) International Airport, Dhaka/ Benapole, Jessore, Bangladesh/All Land Ports, Bangladesh.

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Assistant General Manager.
Tauhidul Islam
Assistant General Manager
Personnel Management Division
Sonali Bank Limited
Head Office, Dhaka