



সোনালী ব্যাংক লিমিটেড
SONALI BANK LIMITED

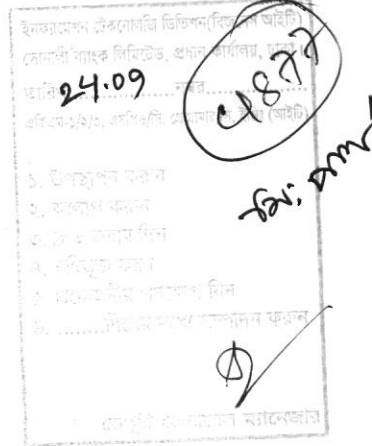
HUMAN RESOURCE MANAGEMENT DIVISION
(SECTION-5)

Head Office, Motijheel C/A.,
Dhaka-1000. Bangladesh.
Phone : 88-02-9564515 (DGM)
& : 88-02-47115437 (AGM)
Fax : 88-02-9573765
Email : dgmpmd@sonalibank.com.bd

No.HRMD/SEC-5/PF/OC-11153 / 12029

Dated : 20 September, 2018

BEGUM NURUN NAHAR
Officer Cash
(Passport No. BL 0907332)
Sonali Bank Limited
Local Office
Dhaka.



Subject : Sanction of 130 days (23 days with pay and 107 days without pay) leave (Outside Bangladesh) to Visit India : Begum Nurun nahar (C-43554), Officer Cash, Sonali Bank Limited, Local Office, Dhaka.

Dear Sir,

Reference letter No. 1906 dated the 13th September, 2018 of Sonali Bank Limited, Local Office, Dhaka on the captioned subject.

It may kindly be advised that in consideration of your prayer and recommendation of Local Office, the authority has sanctioned 130 days (23 days with pay and 107 days without pay) leave (Outside Bangladesh) from the date of availment with a permission to visit India for the purpose of your son's treatment under the following terms & conditions :

Conditions :

- (1) You have to bear all expenses of the proposed 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) Over staying is strictly prohibited.
- (4) This sanction letter is valid for 3 (Three) months from the date of issue.

Yours faithfully,

Sd/-

(Md. Delowar Hossain Sarder)
Assistant General Manager.

Copy forwarded for kind information & necessary action :

01. General Manager, Sonali Bank Limited, Local Office, Dhaka.
02. Deputy General Manager, Information Technology Division (Business IT), Sonali Bank Limited, Head Office, Dhaka. They are requested to upload the leave (outside Bangladesh) sanction letter in the Bank's website.
03. Deputy General Manager, Establishment Department, Sonali Bank Limited, Local Office, Dhaka.
Please send the joining report of the related officer specifying the date of leave availment .
04. Immigration Officer, All Airport, All Landport, Bangladesh.
05. Personal File.

Assistant General Manager.
Md. Delowar Hossain Sarder
Assistant General Manager
Human Resource Management Division
Sonali Bank Limited
Head Office, Dhaka.