

NO. PMD/OMD/SEC-1/PF(O-6343)/

Dated : 22 May, 2016

Mr. Mohammed Azad Kamal (G-26349)
Deputy General Manager
Reconciliation Division
Sonali Bank Limited
Head Office
Dhaka.

Dear Sir,

Subject : **Sanction of 24 (Twenty four) days leave (outside Bangladesh) with full pay to visit India, Malayasia and Singapore.**

Reference letter no. 926 dated 10 March, 2016 of Reconciliation Division, Sonali Bank Limited, Head Office, Dhaka on the captioned subject.

We have the pleasure to advise you that in consideration of your application and divisional recommendation, the Board of Directors of Sonali Bank Limited in their 465th meeting held on 16 May, 2016 have sanctioned 24 (Twenty four) days leave (outside Bangladesh) including transit period from the date of availment with a permission to visit India, Malayasia and Singapore under the following terms & conditions :

- 1) You will have to bear all expenses of the visit. There will be no financial involvement of Sonali Bank Limited/ Government of Bangladesh.
- 2) It will be treated as leave outside Bangladesh.
- 3) It is the direction of the authority not to stay abroad over the sanctioned leave.
- 4) This sanction letter will remain valid for 3 (three) months from the date of issue.

As per approval of the authority Mr. Md. Abdul Jalil, Deputy General Manager, Card Division, Head Office, Dhaka will take over the charges of the Reconciliation Division, Head Office, Dhaka temporarily during your leave period.

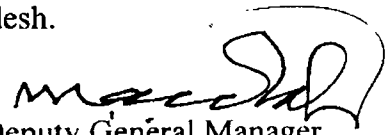
Yours faithfully,

S/d-

(Mohammad Ashraf Ullah)
Deputy General Manager
(In Additional Charge)

Copy forward for information & necessary action to:

- 01) Mr. Md. Abdul Jalil, Deputy General Manager, Card Division, Sonali Bank Limited, Head Office, Dhaka.
- 02) P.S. to Managing Director & CEO, Sonali Bank Limited, Head Office, Dhaka.
- 03) P.S. to Deputy Managing Director, Sonali Bank Limited, Head Office, Dhaka.
- 04) Immigration Officer, All Airports/All Land Ports, Bangladesh.


Deputy General Manager
(In Additional Charge)