



সোনালী ব্যাংক লিমিটেড

SONALI BANK LIMITED

Head Office

Motijheel, Dhaka-1000

Bangladesh.

Personnel Management Division
Staff Management Department (Sec-7)

☎ : 47115437, Fax-9573765

E-mail: sblpmd7@gmail.com

No.PMD/SMD/SEC-7/PF(SSG-2)-1998/ 12556

Dated : 28 September, 2016

MD ABDOS SATTAR (G-21844)

(Passport No. OC 8157113)

Supporting Staff Grade-2

Sonali Bank Limited

Comilla Corporate Branch

Comilla.

Subject : Sanction of 10 (Ten) days leave (Outside Bangladesh) with full pay to Visit India.

Dear Sir,

Reference may please be made to the letter no.4329 Dated 01 September, 2016 of Sonali Bank Limited, General Manager's Office, Comilla on the captioned subject.

We have to advise you that in consideration of your application and recommendation of General Manager's Office, Comilla the authority has sanction 10(Ten) days leave (outside Bangladesh) from the date of availing with a permission to visit India 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. It will be treated as Leave-outside Bangladesh.
03. Over Stay in abroad will not be allowed.
04. This sanction letter will remain valid for 3 (Three) months from the date of issue.

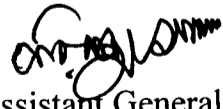
Yours Faithfully,

Sd/-

(Parimal Bandu Basak)
Assistant General Manager

Copy forwarded for kind information & necessary action to :

01. The General Manager, Sonali Bank Limited, General Manager's Office, Comilla.
02. The Deputy General Manager, Information and 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.
03. The Deputy General Manager, Sonali Bank Limited, Comilla corporate Branch, Comilla.
04. Immigration Officer, All Airports /All Land Ports, Bangladesh.


Assistant General Manager
Parimal Bandu Basak
Asst. General Manager
Personnel Management Division
Sonali Bank Limited
Head Office Dhaka