



সোনালী ব্যাংক লিমিটেড  
SONALI BANK LIMITED  
PERSONNEL MANAGEMENT DIVISION  
(SECTION-4)

Head Office, Motijheel C/A  
Dhaka-1000, Bangladesh.  
Phone : 88-02-9551121  
Fax- 88-02-9573765

No. PMD/SEC-4/PF-11755/12514

Dated: 05 October, 2016

Md Nazmul Ahsan  
Officer (G-23809)  
Passport No : OC0104610  
Foreign Remittance Management Division  
Sonali Bank Limited  
Head Office  
62, Dilkusha, C/A (5<sup>th</sup> Floor)  
Dhaka .

১. বৈদেশিক ভ্রমণের প্রার্থনা	
২. বৈদেশিক ভ্রমণের কারণ	
৩. বৈদেশিক ভ্রমণের সময়	
৪. বৈদেশিক ভ্রমণের স্থান	
৫. বৈদেশিক ভ্রমণের ব্যয়	
৬. বৈদেশিক ভ্রমণের ফলাফল	
৭. বৈদেশিক ভ্রমণের অন্যান্য বিবরণ	
৮. বৈদেশিক ভ্রমণের অন্যান্য বিবরণ	
৯. বৈদেশিক ভ্রমণের অন্যান্য বিবরণ	
১০. বৈদেশিক ভ্রমণের অন্যান্য বিবরণ	

*[Handwritten signature]*

*Mr. Nazmul Ahsan*

Subject : Sanction of 15 (Fifteen) days leave ( Outside Bangladesh) with full pay to visit Holy places & meet with his relatives in India, China , Indonesia .

Dear Sir,

Reference letter no. 3002 dated the 25<sup>th</sup> September , 2016 of Foreign Remittance Management Division, Head Office, Dhaka, on the captioned subject.

We have to advise that in consideration of your application and recommendation of Foreign Remittance Management Division, the authority has sanctioned 15 (Fifteen) days leave (Outside Bangladesh) with full pay from 11-10-2016 to 25-10-2016 or the date of availment with a permission to visit Holy places & meet with his relatives in India, China, Indonesia under the following terms and conditions :

Conditions :

1. You will have to bear all expenses of the 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. Stay abroad over the sanctioned leave will not be allowed.
4. This sanction letter is valid for 03 (Three) months from the date of issue.

Yours Faithfully

Sd/-  
( Md Sirajul Islam)  
Assistant General Manager

Copy forwarded for kind information & Necessary Action :

1. Deputy General Manager, Foreign Remittance Management Division, Sonali Bank Limited, Head Office, Dhaka. (62, Dilkusha, C/A ,5<sup>th</sup> Floor)
2. Deputy General Manager, Information Technology Division-2, Sonali Bank Limited, Head Office, Dhaka .
3. Immigration Officer, Hazrat Shahjalal (Rh) International Airport, Dhaka.
4. Immigration Officer, All Land ports/All other International Airports, Bangladesh . .
5. Personal File / Master Copy .

*[Handwritten signature]*  
MD. SIRAJUL ISLAM  
Assistant General Manager  
Personnel Management Division (Sec.3/4)  
Sonali Bank Limited  
Head Office, Dhaka.