



সোনালী ব্যাংক লিমিটেড

SONALI BANK LIMITED

HUMAN RESOURCE MANAGEMENT DIVISION  
(SECTION-4)

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No. HRMD/SEC-4/PF- 21212/13993

Date : 05/11/2018

MR. SYED HARISUL BARI  
Senior Officer(IT)  
Index No : G-33770  
Passport No : BP 0486158  
Sonali Bank Limited  
Brahmanbaria Branch  
Brahmanbaria.

ই-সংশোধন টেকনোলজি ভিত্তিক (বিজ্ঞান-সংশোধন)  
সোনালী ব্যাংক লিমিটেড, প্রধান কার্যালয়, ঢাকা।  
তারিখ: 05/11/2018  
এক্সেস-3/2/2, এসপিএস/সি, প্রোগ্রামার/সি, ইটি বিভাগে।

১. উপস্থাপন করুন  
২. পর্যালোচনা করুন  
৩. প্রকৃত হ্রাসকৃত দিন  
৪. নথিভুক্ত করুন  
৫. প্রয়োজনীয় পদক্ষেপ নিন  
৬. ...বিভাগের মাধ্যমে সম্পাদনা করুন

ডেপুটি সিনিয়র ম্যানেজার

**Subject: Sanction of 15(Fifteen) days leave(Outside Bangladesh) with full pay from the date of availment to visit the holy places like Azmeer Sharif in India.**

Dear Sir,

Reference letter no. 4887 dated the 09<sup>th</sup> October , 2018 of Sonali Bank Limited, General Manager's Office, Cumilla on the captioned subject .

We advise that in consideration of your application and recommendation of Sonali Bank Limited, General Manager's Office, Cumilla, the authority has sanctioned 15(Fifteen) days leave(Outside Bangladesh) with full pay from the date of availment to visit the holy places like Azmeer Sharif in India under the following terms and conditions :

1. You have to bear the expense of this proposed visit. There will be no financial involvement of Sonali Bank Limited /Government of people's Republic of Bangladesh.
2. It will be treated as "Leave outside Bangladesh".
3. **Staying abroad over the sanctioned leave will not be allowed at all.**
4. **This sanction letter will remain valid for 03 (Three) months from the date of issuance.**

Yours Faithfully

Sd /-

(Md. Jahangir Hossain)  
Assistant General Manager

**Copy forwarded for kind information and necessary action :**

1. General Manager, Sonali Bank Limited, General Manager's Office, Cumilla.
2. Deputy General Manager, Information Technology Division(Business IT), Sonali Bank Limited, Head Office, Dhaka.
3. Deputy General Manager, Sonali Bank Limited, Principal Office, Brahmanbaria.
4. Assistant General Manager, Sonali Bank Limited, Brahmanbaria Branch, Brahmanbaria.
5. Immigration Officer, Hazrat Shahjalal(Rh.) International Airport, Dhaka, Bangladesh.
6. Immigration Officer, All Other International Airports / Land ports, Bangladesh.
7. Personal File / Master Copy.

Assistant General Manager

Md. Jahangir Hossain  
Assistant General Manager (A-2116)  
Human Resource Management Division  
(Section-3&4)  
Sonali Bank Limited  
Head Office, Dhaka.