



সোনালী ব্যাংক লিমিটেড

SONALI BANK LIMITED

HUMAN RESOURCE MANAGEMENT DIVISION  
OFFICER MANAGEMENT DEPARTMENT

(SECTION-2)

NO.HRMD/OMD/SEC-2/(PF-17871)/

**DIPU RANI BHOWMIK (C-44837)**

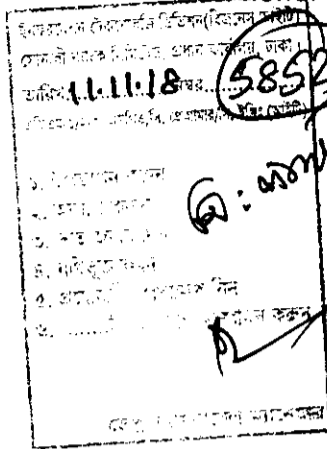
(Passport No-OC 9142723)

Principal Officer

Sonal Bank Limited

Principal office, Mymensingh

Bangladesh.



Head Office, Dhaka-1000, Bangladesh.

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E-mail: dgmhrmd@sonalibank.com.bd

Deputy General Manager

Phone: +8802-9564515

Dated : 08 NOVEMBER, 2018

**Subject : Sanction of 60 days leave (Outside Bangladesh) with full pay to attain Ph.D final defence at Yamaguchi University, Japan.**

Dear Sir,

Reference letter No. 2597 dated the 16 September, 2018 of General Manager's Office, Mymensingh, on the captioned subject.

We have to advise that in consideration of your application and recommendation of General Manager's Office, Mymensingh, the authority has sanctioned 60 days leave (outside Bangladesh) with full pay from 18-11-2018 or from the date of availing with a permission to attain Ph.D final defence at Yamaguchi University, Japan under the following terms & conditions:-

- Previously executed Undertaking that after completion of the study abroad you will return back and will serve in Sonali Bank Limited at least 5 (five) years will remain valid.
- You will have to bear all expenses of the study. There will be no financial involvement of Sonali Bank Limited/Government of Bangladesh.
- Staying abroad over the sanctioned leave is strictly prohibited.
- This sanctioned letter will remain valid for 03(three) months from the date of issue.

Yours faithfully,

Sd/-

**(Md.Nurullah Khan)**

Assistant General Manager

Phone: +8802-9551121

**Copy forwarded for kind information & necessary action to:-**

- General Manager, Sonali Bank Limited, General Manager's Office, Mymensingh.
- 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.
- Deputy General Manager, Sonali Bank Limited, Principal Office, Mymensingh.
- Immigration Officer, All Airports, Bangladesh.

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Assistant General Manager

Md. Nurullah Khan  
Assistant General Manager  
Human Resources Mgt. Division  
Sonal Bank Limited  
Head Office, Dhaka.