



সোনালী ব্যাংক লিমিটেড
SONALI BANK LIMITED

HUMAN RESOURCE MANAGEMENT DIVISION
(SECTION-5)

Head Office, Motijheel C/A.,
Dhaka-1000. Bangladesh.
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No. HRMD/SEC-5/PF/OC-9545/15770

13.12.18

Dated: 12 December 2018

ADARSHA BASAK (C-39308)
Officer Cash
(Passport No: OC 2167961)
Sonali Bank Limited
Birol Branch,
Dinajpur.

Subject: Permission to stay in India for additional 90 (Ninety) days.

Dear Sir,

It may kindly be advised that in consideration of your prayer and recommendation of General Manager's Office, Rangpur, vide their letter no. 9209 dated: 02nd December, 2018, the authority has permitted you to stay in India for additional 90 (Ninety) days (Outside Bangladesh) from the date of 25.11.2018 to 22.02.2019 under the following terms & conditions:

Conditions:


- 1) You have to bear all expenses during the period of your staying in India. There will be no financial involvement of Sonali Bank Limited & Govt. of Bangladesh.
- 2) You will not be allowed to stay aboard more than the approved period. Additional 90 (Ninety) days will be treated as "Permission to stay in India".
- 3) After returning you have to submit your application for approval the leave and join at your present place of posting.

Yours faithfully,
Sd/-

(Md. Delowar Hossain Sarder)
Assistant General Manager

Copy forwarded for kind information & necessary action:

01. General Manager, Sonali Bank Limited, General Manager's Office, Rangpur.
02. 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.
03. Deputy General Manager, Sonali Bank Limited, Principal Office, Dinajpur. **Please send the joining report of the related officer specifying the date of leave availment.**
04. Manager, Sonali Bank Limited, Birol Branch, Dinajpur.
05. Mr. B M Jamal Hossain, Counsellor & Head of Chancery, Deputy High Commission for The Peoples Republic of Bangladesh, Kolkata, India. Reference your letter no.- BDHC/RP/Leave-01/2018/162/60, date- 14.11.2018.
06. Immigration Officer, All Airport, All Land port, Bangladesh.
07. Personal File.


Assistant General Manager
Md. Delowar Hossain Sarder
Assistant General Manager
Human Resource Management Division
Sonali Bank Limited
Head Office, Dhaka.