



সোনালী ব্যাংক লিমিটেড

SONALI BANK LIMITED

Head Office  
Motijheel  
Dhaka, Bangladesh.

Human Resource Management Division  
Officer Management Department(Sec-1)  
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Phone : 9564515 DGM, 9551121 AGM.

NO. HRMD/OMD/SEC-1/8898

Mr. Paritosh Kumar Tarua  
Deputy Managing Director (On PRL)  
Sonali Bank Limited  
Head Office  
Dhaka, Bangladesh.

ইনফরমেশন টেকনোলজি ডিভিশন(বিজনেস আইটি)
সোনালী ব্যাংক লিমিটেড, প্রধান কার্যালয়, ঢাকা
তারিখ: 28/7/2019
একিএম-১/২/৩, এমপিও/সি, প্রোগ্রামার/সি, ইটিআই (আইটি)
১. উপস্থাপন করুন
২. আলাপ করুন
৩. প্রত জবাব দিন
৪. নথিভুক্ত করুন
৫. প্রয়োজনীয় পদক্ষেপ নিন
৬. ....দিনের মধ্যে সম্পাদন করুন
ডেপুটি জেনারেল ম্যানেজার

Dated : 28 July, 2019

Sir,

Subject : **Administrative approval to visit India for 25 (twenty five) days starting from 31 July, 2019 or from the date of travelling.**

Reference may please be made to the letter no. 53.00.0000.231.25.018.19-637 date 28 July, 2019 of Government of the People's Republic of Bangladesh, Ministry of Finance, Financial Institutions Division, Training Branch (Copy enclosed) on the captioned subject.

The aforesaid letter contains the administrative approval of the Government of the People's Republic of Bangladesh in favor of you to visit India for your wife's treatment for 25 (twenty five) days starting from 31 July, 2019 or from the date of travelling (including travel time) along with your wife Sruti Kana Baral under the following terms & conditions:

- 1) You will bear all expenses relating to this visit. No expenditure will be borne by the Government of Bangladesh or by Sonali Bank Limited.
- 2) You will draw your pay and allowances in local currency.
- 3) Your travelling time will be treated as ex-Bangladesh leave.
- 4) You will not be allowed to stay in abroad more than the approved period.

Yours Faithfully,

S/d-

(Md. Anwar Kadir Chowdhury)  
Deputy General Manager

**Copy forward for information & necessary action to:**

- 01) All Deputy Managing Directors, Sonali Bank Limited, Head Office, Dhaka.
- 02) All General Managers, Sonali Bank Limited, Head Office, Dhaka.
- 03) P.S to Senior Secretary, Financial Institutions Division, Ministry of Finance, Dhaka.
- 04) The Deputy General Manager, CEO & Managing Director's Secretariat, Sonali Bank Limited, Head Office, Dhaka.
- 05) The Deputy General Manager, Information Technology Division (Business IT), Sonali Bank Limited, Head Office, Dhaka. They are requested to upload the letter in the Bank's website.
- 06) Immigration Officer, All Airports/All Land Ports, Bangladesh.

Deputy General Manager

Md. Anwar Kadir Chowdhury  
Deputy General Manager  
Human Resource Management Division  
Sonali Bank Limited  
Head Office, Dhaka.