



**Sonali Bank PLC.**  
*Credible and Smart*

No.HRMD/SEC-3/PF/SO -16213/6044

Date: 18 July 2024

RUBEL DEY(G-40798)  
Passport No. A11200540  
Senior Officer  
Sonali Bank PLC.  
Terri Bazar Branch, Chattogram.  
Bangladesh.


**Subject : Sanction of 15 (Fifteen) days' leave (Outside Bangladesh) with full pay for medical treatment in India.**

Dear Sir

We have the pleasure to advise that in consideration of your application and recommendations of Sonali Bank PLC, General Manager's Office, Chattogram-North, Chattogram vide their letter no. 1202 dated 23May 2024, the authority has sanctioned 15 (Fifteen) days' leave outside Bangladesh with full pay including transit period and government/weekly holidays from the date of avail with permission for medical treatment in India under the following terms and conditions:

- (1) You will have to bear all expenses for the proposed visit;
- (2) There will be no financial involvement of Sonali Bank PLC./Government of Bangladesh;
- (3) Staying abroad over the sanctioned leave will not be allowed; and
- (4) This sanction letter is valid for 03 (three) months from the date of issue.

Yours faithfully

  
(Masud Ahmed Khan)  
Assistant General Manager

**Masud Ahmed Khan**  
Assistant General Manager  
Human Resource Management Division  
Sonali Bank PLC  
Head Office, Dhaka.

<a href="http://www.sonalibank.com.bd">www: sonalibank.com.bd</a>	Human Resource Management Division (Sec-3) Head Office, Motijheel C/A.Dhaka-1000. Bangladesh. Phone : 88-02-223385529 E-Mail:l_dgmhrmd@sonalibank.com.bd,	Hot Line: 16639 Overseas+8809610016639
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Yours faithfully

Sd/ -

(Masud Ahmed Khan)

Assistant General Manager

Copy forwarded for kind information & necessary action:

01. General Manager, Sonali Bank PLC. General Manager's Office, Chattogram-North, Chattogram.
02. Deputy General Manager, Sonali Bank PLC. Principal Office, Chattogram-Central, Chattogram.
03. Manager, Sonali Bank PLC. Terri Bazar Branch, Chattogram. They are requested to send his joining report after avail of leave.
04. Immigration Officer, All International Airports/Landports of Bangladesh.

  
Assistant General Manager  
Human Resource Management Division  
Sonali Bank PLC  
Head Office, Dhaka.

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