



Sonali Bank PLC
Credible and Smart

No. HRMD/SEC-7/ABROAD_IND/AOG-1-8887/9673

Dated: 19 December, 2024

MR MD ABDUS SATTER (G-40997)
Assistant Officer-1 (Cash)
(Passport No: A12403089)
Sonali Bank PLC
Shibgonj Branch,
Thakurgaon.

Subject: Sanction of 20 (Twenty) days leave (Outside Bangladesh) with full pay to visit India as Attendant of Wife's Treatment.

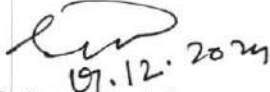
Dear Sir,

We have the pleasure to advise that in consideration of your application and recommendation of Sonali Bank PLC, General Manager's Office, Dinajpur vide their letter no 3731 dated 17-11-2024 the authority has sanctioned 20 (Twenty) days leave with full pay (Outside Bangladesh) including transit period and government weekly holidays from the date of availment with a permission to visit India as Attendant of your Wife's Treatment under the following terms & conditions:

Conditions:

1. You have to bear all expenses of the proposed visit. There will be no financial involvement of Sonali Bank PLC / Govt. of Bangladesh.
2. This sanctioned leave will be treated as 'Leave outside Bangladesh'.
3. Over staying is strictly prohibited.
4. This sanction letter is valid for 03 (Three) months from the date of issue.

Yours faithfully,


09.12.2024
(Sultana Razia)
Assistant General Manager



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Yours faithfully,

Sd/-

(Sultana Razia)
Assistant General Manager

Copy forwarded for kind information & necessary action:

1. General Manager, Sonali Bank PLC, General Manager's Office, Dinajpur.
2. Deputy General Manager, Sonali Bank PLC, Principal Office, Thakurgaon.
3. Manager, Sonali Bank PLC, Shibgonji Branch, Thakurgaon. **Please send the joining report of the related officer specifying the date of leave availment.**
4. Immigration Officer, All Airport / All Land port, Bangladesh.
5. Personal File.


9.12.2024
Assistant General Manager

[www: sonalibank.com.bd](http://www.sonalibank.com.bd)

Human Resource Management Division (Section-7), Head Office, Sonali Bank PLC
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