



Sonali Bank PLC
Credible and Smart

No. HRMD/SEC-6/ABROAD_IND/AOG-8887/4030

Dated: 15 May, 2024

MD ABDUS SATTER (G-40997)

Assistant Officer-1 (Cash)

(Passport No: A12403089)

Sonali Bank PLC

Shibgonj Branch

Thakurgaon.

Subject: Sanction of 15 (Fifteen) 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 Managers Office, Dinajpur vide their letter no 2042 dated 15/04/2024, the authority has sanctioned 15 (Fifteen) days leave with full pay (Outside Bangladesh) including transit period and government/ weekly holidays from the date of availing 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,


15.05.2024
(Shamsuzzaman Talukder)
Assistant General Manager

Shamsuzzaman Talukder
Assistant General Manager
Sonali Bank PLC-
HRMD (SEC-1) HO, Dhaka

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

Human Resource Management Division (Section-6), Head Office, Sonali Bank PLC
35-42, 44, Motijheel Commercial Area, Dhaka-1000.
Contact: 02-223384515, 02-47115437, Email : sbl.hrmd6@sonalibank.com.bd

Hotline : 16639
+880 9610016639



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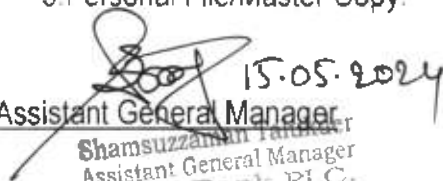
Yours faithfully,

.Sd/

(Shamsuzzaman Talukder)
Assistant General Manager

Copy Forwarded to 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, Shibgonj Branch, Thakurgaon. Please send the joining report of the related officer specifying the date of leave availed.
4. Immigration Officer, All Airport/ All Land port, Bangladesh.
5. Personal File/Master Copy.


Assistant General Manager
Shamsuzzaman Talukder
Assistant General Manager
Sonali Bank PLC.

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