



**Sonali Bank PLC.**

***Credible and Smart***

No.HRMD/SEC-3/PF/SO -30849/7262

Date: 08 September 2024

UJJWAL MONDAL (G-52686)

Passport No. A13378682

Senior Officer

Sonali Bank PLC

Kathalia Branch, Jhalokhati

Bangladesh.

**Subject : Sanction of 15 (Fifteen) days' leave outside Bangladesh with full pay to visit 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, Barishal vide their letter no. 2931 dated 30 July 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 to visit India as medical attendant under the following terms and conditions:

- (1) You will have to bear all expenses of 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



**Sonali Bank PLC.**

*Credible and Smart*

No.HRMD/SEC-3/PF/SO -30849/7262

Date: 08 September 2024

UJJWAL MONDAL (G-52686)

Passport No. A13378682

Senior Officer

Sonali Bank PLC

Kathalia Branch, Jhalokhati

Bangladesh.

**Subject : Sanction of 15 (Fifteen) days' leave outside Bangladesh with full pay to visit 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, Barishal vide their letter no. 2931 dated 30 July 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 to visit India as medical attendant under the following terms and conditions:

- (1) You will have to bear all expenses of 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

*sd/-*

(Masud Ahmed Khan)

Assistant General Manager

Copy forwarded for kind information & necessary action:

01. General Manager Sonali Bank PLC, General Manager's Office, Barishal
02. Deputy General Manager, Sonali Bank PLC, Principal Office, Barishal East, Barishal.
03. Manager, Sonali Bank PLC, Kathalia Branch, Jhalokathi. They are requested to send his joining report after avail of leave.
04. Immigration Officer, All International Airports/Landports of Bangladesh.

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