



Sonali Bank PLC.

Credible and Smart

No.HRMD/SEC-3/PF/SO-20174/754

Date : 27 January 2025

MD NAZMUS SALEHIN (G-44342)

Passport No. A09032670

Senior Officer

Sonali Bank PLC

Chuadanga Branch, Chuadanga

Bangladesh.

Subject : Sanction of 15 (Fifteen) days' leave outside Bangladesh with full pay to perform the Holy Umrah in the Kingdom of Saudi Arabia (KSA).

Dear Sir

We have the pleasure to advise that in consideration of your application and recommendations of Sonali Bank PLC, General Manager's Office, Jashore vide their letter no. 10 dated 06 January 2025, 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 perform the Holy Holy Umrah in the Kingdom of Saudi Arabia (KSA) under the following terms and conditions:

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

Yours faithfully

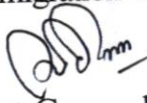
Sd/ -

(Mostak Ahmed)

Assistant General Manager

Copy forwarded for kind information & necessary action:

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


Assistant General Manager

MOSTAK AHMED

Assistant General Manager

Human Resource Management Division

Sonali Bank PLC

Head Office, Dhaka

www.sonalibank.com.bd

Human Resource Management Division (Sec-3)
Head Office, Motijheel C/A. Dhaka-1000. Bangladesh.
Phone : 88-02-22338529
E-Mail:l. dgmhrmd@sonalibank.com.bd.

Hot Line: 16639
Overseas+8809610016639



Sonali Bank PLC.

Credible and Smart

No.HRMD/SEC-3/PF/SO-20174/754

Date : 27 January 2025

MD NAZMUS SALEHIN (G-44342)

Passport No. A09032670

Senior Officer

Sonali Bank PLC

Chuadanga Branch, Chuadanga

Bangladesh.

Subject : Sanction of 15 (Fifteen) days' leave outside Bangladesh with full pay to perform the Holy Umrah in the Kingdom of Saudi Arabia (KSA).

Dear Sir

We have the pleasure to advise that in consideration of your application and recommendations of Sonali Bank PLC, General Manager's Office, Jashore vide their letter no. 10 dated 06 January 2025, 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 perform the Holy Holy Umrah in the Kingdom of Saudi Arabia (KSA) under the following terms and conditions:

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

Yours faithfully

(Mostak Ahmed)

Assistant General Manager

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

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

Human Resource Management Division (Sec-3)
Head Office, Motijheel C/A.Dhaka-1000. Bangladesh.
Phone : 88-02-22338529
E-Mail:l. dgmhrmd@sonalibank.com.bd,

Hot Line: 16639
Overseas+8809610016639