



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

No. HRMD/SEC-5/ABROAD\_IND/OC-12464/950

Date: 03 February, 2025

SALMA SULTANA (G-45736)  
Senior Officer Cash  
(Passport No: A14390709)  
Sonali Bank PLC  
Local Office, Dhaka.

**Subject: Sanction of 20 (Twenty) days leave (Outside Bangladesh) with full pay to visit Thailand for treatment.**

Dear Sir,

We have the pleasure to advise that in consideration of your application and recommendation of Sonali Bank PLC, Local Office, Dhaka vide their letter no 37 dated 13/01/2025, the authority has sanctioned **20 (Twenty)** days leave with full pay (Outside Bangladesh) including transit period and government/ weekly holidays from the date of availing with a permission to visit Thailand for your 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,

Sd/-

(Shamsuzzaman Talukder)  
Assistant General Manager

Copy forwarded for kind information & necessary action:

1. General Manager, Sonali Bank PLC, Local Office, Dhaka
2. Immigration Officer, All Airport, All Land port, Bangladesh.

 03.02.2025  
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)

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