



# Sonali Bank PLC

*Credible and Smart*

No. HRMD/SEC-5/ABROAD\_IND/SOC-12188/2383

Date: 20 April, 2025

**GOPAL CHANDRA (G-46156)**

Senior Officer Cash (Joint Custodian Cash)

**(Passport No: A15731518)**

Sonali Bank PLC

Naogaon Branch, Naogaon.

Subject: Sanction of 30 (Thirty) days leave (Outside Bangladesh) with full pay to visit India as attendant for 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, Rajshahi vide their letter no 1143 dated 25/03/2025, the authority has approved 30 (Thirty) days earned leave with full pay as leave outside Bangladesh from the date of commencement of leave (including travel time/weekly holidays or government holidays) to visit India as attendant for Your wife's treatment under the following terms & conditions:

Terms and Conditions:

- You will have to bear all expenses of the proposed visit. There will be no financial involvement of Government of Bangladesh or Sonali Bank PLC.
- Your travelling time will be treated as leave outside Bangladesh. The leave will have to be adjusted with your earned leave on average pay.
- You will not be allowed to stay abroad for more than the approved period.
- The leave will have to be commenced within 03 (three) months. Otherwise the leave will be void.

Yours faithfully,

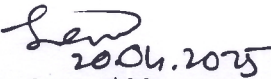
Sd/-

(Sultana Razia)

Assistant General Manager

Copy forwarded for kind information & necessary action (not according to seniority):

1. General Manager, Sonali Bank PLC, General Manager's Office, Rajshahi.
2. Deputy General Manager, Sonali Bank PLC, Principal Office Naogaon, Please send the joining report of the related officer specifying the date of leave availed in due time.
3. Assistant General Manager, Sonali Bank PLC. Naogaon Branch, Naogaon.
4. Immigration Officer, All International Airport, All Land port, Bangladesh.
5. Assistant General Manager, Sonali Bank PLC. Naogaon Branch, Naogaon.
6. Md. Taimour Tareq (G-39916), Senior Officer Cash, Naogaon Branch, Naogaon: As per recommendation of General Manager's office, Rajshahi and consequent approval of the authority you will take over the charge of Joint Custodian Cash temporarily during the leave of Gopal Chandra (G-46156).
7. Personal File/Master Copy.

  
20.04.2025  
Assistant General Manager

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

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