



সোনালী ব্যাংক পিএলসি

বিশুদ্ধ ও স্মার্ট

No.POK/HRMD/LOB /
Dated:18.02.2025.

MEMORANDUM

Subject: Sanction of 30 days leave (Outside Bangladesh) with full pay to visit India as medical attendant: Adhir Kumar Saha (G-35651), Assistant General Manager, Sonali Bank PLC, Principal Office, Khulna, (former Senior Principal Officer, Principal Office, Gopalganj), Bangladesh.

Human Resource Management Division (Section-1), Sonali Bank PLC, Head Office, Dhaka vide their letter No. HRMD/OMD/SEC-1/ 9234, Dated: 28.11.2024 has sanctioned Adhir Kumar Saha (G-35651), Assistant General Manager, Sonali Bank PLC, Principal Office, Khulna, (former Senior Principal Officer, Principal Office, Gopalganj) 30 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 medical attendant under the following terms & conditions:-

1. He has to bear all expenses of the proposed visit. There will be no financial involvement of Sonali Bank PLC & Government of Bangladesh.
2. This sanctioned leave will be treated as 'Leave outside Bangladesh'. The Period of travelling will be adjusted from earned leave.
3. Staying abroad over the sanctioned leave is strictly prohibited.
4. This sanction letter will remain valid for 03 (Three) months from 28.11.2024.

Adhir Kumar Saha (G-35651)
(Passport no: A 05645730)
Assistant General Manager
Sonali Bank PLC.
Principal Office, Khulna.
(former Senior Principal Officer, Principal Office, Gopalganj)
Bangladesh.

Sd: /-

(Md. Lutfar Rahman)
Deputy General Manager.

ইনকম্পেন্সড ট্রাভেলিং বিজ্ঞপ্তি
সোনালী ব্যাংক পিএলসি, প্রধান কার্যালয়, ঢাকা।
তারিখ: 28/02/2025
ক্রমিক: 1/1
১. উপস্থাপিত
২. আদেশ প্রদান
৩. মূলত জবাব দিতে
৪. প্রয়োজনীয় পদক্ষেপ নিতে
ডেপুটি জেনারেল ম্যানেজার

Mrs. Rana
B 2/3

Copy forwarded for kind information & necessary action to:

01. General Manager, Sonali Bank PLC, General Manager's Office, Khulna.
02. Deputy General Manager, Human Resource Management Division (Section-1), Sonali Bank PLC, Head Office, Dhaka.
- 44 03. Deputy General Manager, Information Technology Division (Business IT), Sonali Bank PLC, Head Office, Dhaka.
04. Immigration Officer, All Airports/All Landports, Bangladesh.
05. Personal File.
06. Office Copy.

Deputy General Manager.

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প্রিন্সিপাল অফিস, খুলনা। আপনার যশোর রোড, সোনালী ব্যাংক ভবন, খুলনা।
টেলিফোন : ০২৪৭৭-৭২০৪৯৩, ৭২২২৬৩, মোবাইল-০১৭১৩৪৫২১৩২
ই-মেইল : khulnapo@sonalibank.com.bd

হটলাইন : ১৬৬৩৯
বিদেশ থেকে :
+৮৮০৯৬১০০১৬৬৩৯