



Sonali Bank PLC.

Credible and Smart

No.HRMD/SEC-3/PF/SO-25659/1371

Date: 27 February 2025

SHAHRIA JAHAN (G-47474)

Passport No. A02540858

Senior Officer

Sonali Bank PLC.

B.M.E.B Branch, Dhaka

Bangladesh.

**Subject : Sanction of 50 (Fifty) days' leave outside Bangladesh with full pay
to medical treatment in 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, Dhaka-Central, Dhaka, vide their letter no-6427 dated 19 December 2024 the authority has sanctioned 50 (Fifty) days' leave outside Bangladesh with full pay including transit period and government/ weekly holidays from the date of avail with permission to medical treatment in India under the following terms and conditions:

- (1) You will have to bear all expenses for 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, Dhaka-Central, Dhaka.
02. Deputy General Manager, Sonali Bank PLC, Principal Office, (Dhaka-West), Dhaka.
03. Assistant General Manager, Sonali Bank PLC. B.M.E.B Branch, Dhaka. They are requested to send his/her 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.

Assistant General Manager

www.sonalibank.com.bd

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(Masud Ahmed Khan)

Assistant General Manager

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Human Resource Management Division
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