

Ref. No. SBPLC:KOL:ESTT:/25-26/ 76 (iv)
Date: May 26, 2025

Leave Advice

This is to advise that as per leave application Dated: 23.05.2025 of Mr. Kazi Arif Iqbal, Assistant General Manager & Joint Custodian-General, Sonali Bank PLC, Kolkata Branch, India, he has been granted Earn Leave for 05(five) days w.e.f 27.05.2025 to 31.05.2025 along with permission to leave the station from 27.05.2025 to 01.06.2025 (outside India) after close of branch business on 26.05.2025 to go to Bangladesh to meet up family affairs vide office note approved by the competent authority on 26.05.2025.

During his leave period, Mr. Imrul Kayes, Senior Principal Officer, Sonali Bank PLC, Kolkata Branch, India will take over the complete charge of branch's Vault Keys of strong room and vault in addition to his present assignment till Mr. Arif resumes his duty.

Sd/-
(Mohammad Aslam Hossain)
CEO & Deputy General Manager

Kazi Arif Iqbal
Assistant General Manager
& Joint Custodian-General
Sonali Bank PLC
Kolkata Branch, India

Copy forwarded for information and necessary action to:

- 1) The Deputy General Manager, Foreign Remittance Management Division, Sonali Bank PLC, Head Office, Dhaka.
- 2) The Deputy General Manager, Human Resource Management Division, Sonali Bank PLC, Head Office, Dhaka.
- 3) Mr. Mr. S.M. Shafiq Ahmed, CISO and Senior Programmer, Sonali Bank PLC, Kolkata Branch, India is advised to upload the advice to the website.
- 4) Mr. Imrul Kayes, Senior Principal Officer, Sonali Bank PLC, Kolkata Branch, India is advised to take over the complete charge of branch's cash keys of strong room and vault in addition to his present assignment till Mr. Kazi Arif Iqbal resumes his duty.
- 5) Mr. Jafrul Islam, Officer JMG S-I & Joint Custodian Cash, Sonali Bank PLC, Kolkata Branch, India.
- 6) Director/Immigration Officer, All Airports/Land Ports, Bangladesh/India.
- 7) Office copy / Personal File copy.


CEO & Deputy General Manager