



Janata Bank PLC.

Your Committed Partner in Progress

Human Resources Department

Ref: HRD/F.Visit/GM-267/2026/2634

Date: 11/08/2026

Md. Abdul Barek Chowdhury

Passport No: A05916846

General Manager

Janata Bank PLC.

Head Office, Dhaka.

Subject: Permission to visit India for 15 (Fifteen) days.

Dear Sir,

With reference to your application and as per the decision of the Board of Directors of Janata Bank PLC. in its 897th meeting held on 04/08/2026 has accorded approval 15(fifteen) days from the date of travelling to visit india for treatment subject to the following terms and conditions:

1. The Bank authority will not bear any expenditure of this visit either in foreign or local currency.
2. Human Resources Department must be informed of your departure from and return to the country (Photocopy of Passport must be enclosed).
3. Decision regarding the approval of your leave will be taken by the appropriate authority as per the delegated powers. This approval will not be treated as the grant of leave.
4. This Permission Letter will be valid till 30/09/2026 from the date of issuance of this letter subject to the rules promulgated by the Government from time to time and this authorization will be applicable for one tour only.
5. Staying abroad beyond the approved days will not be allowed.

On the basis of the Board of Director's decision Md. Abdul Matin, General Manager(HR), Janata Bank PLC. will perform the said executive duties in addition to his own duties.

With regards.

Sincerely Yours

Sd./-

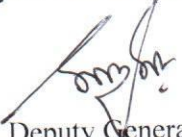
(Md. Mahmud Ul Matin)

Deputy General Manager

Cell: 01711-408251

Copy forwarded for kind information & necessary action (Not in the order of seniority):

01. Md. Abdul Matin, General Manager(HR), Janata Bank PLC. Head Office, Dhaka.
02. Company Secretary, Company Affairs Division, Janata Bank PLC. Head Office, Dhaka.
03. PS to MD, MD's Secretariate, Janata Bank PLC. Head Office, Dhaka.
04. PA to all DMD, Janata Bank PLC. Head Office, Dhaka.
05. PA to GM (HR), Janata Bank PLC. Head Office, Dhaka.
06. Immigration Officer, All International Airports/Land ports in Bangladesh.
07. Personal file.
08. Office copy.


Deputy General Manager