

ইনফরমেশন টেকনোলজি ডিভিশন
 মোবাইল ব্যাংকিং
 ডিভিশন
 এন্ড ই-সার্ভিসেস
 ১. উপস্থাপন করুন
 ২. প্রশংসা করুন
 ৩. সঠিক জবাব দিন
 ৪. বিতর্ক করুন
 ৫. প্রয়োজনীয় নথি
 ৬. দিনের মধ্যে সন্মত করুন

সোনালী ব্যাংক লিমিটেড
Sonali Bank Limited

২০৪০
 Mr. Farhat
 ২০/৩

HUMAN RESOURCE DEVELOPMENT DIVISION
 HEAD OFFICE, MOTIJHEEL COMMERCIAL AREA
 DHAKA-1000, BANGLADESH
 PHONE : 9550653 (DGM)
 : 9567891 (AGM)
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No. HRDD/Conference/Overseas-08/2017/1268

Date: March 29, 2017

MEMORANDUM

The following Officials have been nominated by the competent authority to participate the programme on "World Class Cyber Resilience Excellence 2017" at the Hotel Grand Millennium, Kuala Lumpur, Malaysia to be held on April 19 to 21, 2017 organized by Quest ontheFRONTIER PTE Limited:

Sl.No.	Name & Index No.	Designation	Place of posting
01	Mr. Md Shameemul Haque Index No. 26309	General Manager	Head Office, Dhaka
02	Mr. Mohammad Iqbal Kabir Index No. 36241	Assistant General Manager	Information Technology Division-1, Head Office, Dhaka
03	Mr. Mohammad Al Mukim Chowdhury Index No. 36870	Senior Officer Cash	Information Technology Division-1, Head Office, Dhaka
04	Mr. Deluwar Hossain Index No. 38130	Senior Officer (IT)	Currency Management Division, Head Office, Dhaka

Terms and Conditions:

- Human Resource Development Division of Sonali Bank Limited will bear only the Registration Fee as per prescribed rate.
- Participants' own office will bear the actual expenditures regarding two-way air ticket of Dhaka-Kuala Lumpur-Dhaka, hotel rent and pocket money in US Dollar as admissible as per circular.
- The Participants will not be paid salary or any part thereof in foreign currency for attending the conference.
- The period of visit including days of journey shall be treated as "on duty".
- On completion of visit the participants will return home for report to their duties at present place of posting.
- Each Participant will submit a report on attended programme to the Deputy Managing Director, Sonali Bank Limited, Human Resource Development Division, Head Office, Dhaka within 15 (Fifteen) days on completion of the visit.

The Nominees are hereby requested to attend the programme as scheduled. Brochure of the programme is enclosed herewith for perusal and necessary action.

Concerned Officials:
Enclosure: As above.

Sd/-
 (Mohammad Ashraf Ullah)
 Deputy General Manager

Copy forwarded for kind information & necessary action to:-

- The Deputy Managing Director-(1/2/3), Sonali Bank Limited, Head Office, Dhaka.
- The General Manager, Sonali Bank Limited, Information Technology Division, Head Office, Dhaka.
- The Deputy General Manager, MD's Secretariat, Sonali Bank Limited, Head Office, Dhaka.
- The Deputy General Manager, Sonali Bank Limited, Personnel Management Division (Section-1/3/5)/ Information Technology Division-1/2 /Currency Management Division, Head Office, Dhaka.
- The Immigration Officer, Hazrat Shahjalal (R) International Airport, Dhaka.
- Mr. Kavan Kumar, Head Projects, Quest ontheFRONTIER PTE Limited, 14 Robinson Road, #11-02 Far East Finance Building, Singapore 048545. This has a reference to their e-mails dated March 20 & 27, 2017.

M. Ashraf Ullah
 Deputy General Manager