

১. উপস্থাপন করুন
২. আলোচন করুন
৩. দ্রুত জবাব দিন
৪. নথিভুক্ত করুন
৫. প্রয়োজনীয় পদক্ষেপ নিন
৬.দিনের মধ্যে উপস্থাপন করুন

No. HRDD/Training/Overseas-15/2018/2571

Date: October 15, 2018

MEMORANDUM

We have the immense pleasure to inform that the following 31 officials have been nominated by the authority to participate in the Training Programme on "Leadership Development for Branch Managers (4th Batch)" to be held on October 29 - November 03, 2018 at National Institute of Bank Management, India organized by NIBM, India with the terms and conditions given below:

SL No.	Name & Index No. (Not according to seniority)	Designation	Place of posting
01	Mr. Shek Md. Mehedi Hasan Index No.35889	Senior Principal Officer (Manager)	Banani Bazar Branch, Dhaka
02	Mr.Mohammad Moazzem Hossain Khan Index No.36933	Principal Officer (Manager)	Ghorasal Branch, Narsingdi
03	Mr. A.T.M. Mahamudur Rahman Index No.38290	Senior Principal Officer (Manager)	Monohardi Branch, Narsingdi (Under Order of Transfer to Manager, Madhabdi Branch, Narsingdi)
04	Mr. Ratan Kumer Kundu Index No.35576	Senior Principal Officer (Manager)	Manikganj Upazilla Complex Branch, Manikganj
05	Mr. A.N.M. Sahjahan Sheraz Index No.36230	Senior Principal Officer (Manager)	Dayagonj Branch, Dhaka
06	Mr. Tarun Kanti Datta Index No.35302	Senior Principal Officer (Manager)	Mirpur Cantonment Branch, Dhaka
07	Mr .Shah Md. Nazmul Huda Index No.38109	Principal Officer (Manager)	Nalitabari Branch, Sherpur
08	Mr. A.K.M. Sharif Ullah Index No.42912	Principal Officer (Manager)	Jhenaigati Branch, Sherpur
09	Mr. Muhammad Sarwar Zaman Index No.42896	Principal Officer (Manager)	Nikly Branch, Kishoregonj
10	Mr. Md. Nazim Uddin Index No.37601	Principal Officer (Manager)	Khoksha Branch, Kushtia
11	Mr. Trinath Biswas Index No.38881	Senior Officer Cash (Manager)	Banshbaria Bazar Branch, Gopalganj
12	Mr. Anwar Hossain Index No.43793	Principal Officer (Manager)	Kalukhali Branch, Rajbari
13	Mr. Md. Jahiduzzaman Index No.42911	Principal Officer (Manager)	Rajbari Thana Complex Branch, Rajbari
14	Mr. Mohammad Rafiq Uddin Saikh Index No.38183	Principal Officer (Joint Custodian (General))	Rajbari Branch, Rajbari
15	Mr. Md. Faruquzzaman Index No.36729	Senior Principal Officer (Manager)	Kesobpur Branch, Jashore
16	Mr. Md. Nasir Uddin Index No.38006	Senior Principal Officer (Manager)	B.I.S.E. Branch, Jashore
17	Mr. H.M. Roni Index No.40713	Senior Principal Officer (Manager)	Fakirhat Branch, Bagerhat
18	Mr. Md. Rabiul Islam Index No.36191	Senior Principal Officer	Principal Office, Satkhira
19	Mr. Md. Abdul Kader Index No.37799	Senior Principal Officer (Manager)	Borhanuddin Branch, Bhola
20	Mr. Md. Abdul Mannan Index No.37596	Senior Principal Officer (Manager)	Pirojpur Branch, Pirojpur
21	Mr. Md. Tajul Islam Index No.23396	Principal Officer (Manager)	Sreeramkati Branch, Pirojpur
22	Mr. Md. Manirul Islam Index No.42110	Principal Officer (Manager)	Patharghatal Branch, Barguna
23	Mr. Kazi Mohammad.Nurul Azam Index No.36282	Senior Principal Officer (Manager)	Sitakunda Branch, Chattogram
24	Mr. Md. Abul Monzur Index No. 36983	Principal Officer (Manager)	Teknaf Branch, Cox's Bazar
25	Mr. Salamat Ullah Index No. 37246	Principal Officer (Manager)	Ali Kadam Branch, Bandarban
26	Mr. Md. Mominul Islam Index No.41779	Principal Officer (Manager)	Meghna Branch, Cumilla (Under Order of Transfer to Manager, Kongshanagar Branch, Cumilla)

Sl.No.	Name & Index No. (Not according to seniority)	Designation	Place of posting
27	Mr. Md. Shah Alam Index No.25600	Principal Officer (Manager)	Rahimanagar Branch, Chandpur
28	Mr. Md. Rashedul Amin Index No.41878	Principal Officer (Manager)	Shahrasti Branch, Chandpur
29	Mr. Md. Kamrul Islam Index No.35267	Senior Principal Officer (Manager)	Sreemongal Branch, Moulvibazar
30	Mr. Shafi Chowdhury Index No.37776	Principal Officer (Manager)	Shamshernagar Branch, Moulvibazar (Under Order of Transfer to Manager, Kulaura Branch, Moulvibazar)
31	Mr. Ripon Mazumder Index No.42836	Principal Officer (Manager)	Kamalgonj Branch, Moulvibazar

Terms and Conditions:

- Human Resource Development Division (HRDD) of Sonali Bank Limited will bear the Programme Fee as per prescribed rate.
- Participants' own Office/Branch shall have to bear the actual expenditures regarding two-way air ticket in economy class of Dhaka-Pune-Dhaka, the pocket money and other expenses, if any as admissible in US Dollar as per circular.
- The Participants will not be paid salary or any part thereof in foreign currency for attending the Programme.
- 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 General Manager, Sonali Bank Limited, Human Resource Development Division, Head Office, Dhaka within 15 (Fifteen) days on completion of the visit.

(Sk. Ishmail Hossain)
Deputy General Manager

Copy forwarded for kind information & necessary action to:

- Dr S V Kuvalekar, Associate Dean-Training, National Institute of Bank Management, NIBM Post Office, Kondhwe Khurd, Pune 411 048, India. This has reference their e-mail dated August 28, 2018.
- The General Manager, Sonali Bank Limited, General Manager's Office, Dhaka-1/2, Dhaka/ Mymensingh/ Chattogram/ Faridpur/ Cumilla/ Sylhet/ Barishal/ Khulna.
- The Deputy General Manager, Human Resource Management Division (Section-1/2)/ Establishment & Engineering Division, Sonali Bank Limited, Head Office, Dhaka.
- The Deputy General Manager, Information Technology Division (Business IT), Sonali Bank Limited, Head Office, Dhaka. With a request to publish this memorandum in the website of Sonali Bank Limited.
- The Deputy General Manager/Assistant General Manager, Sonali Bank Limited, Principal Office/Regional Office, Bangabondhu Dhaka Central, Dhaka/ Dhaka East, Dhaka/ Mirpur, Dhaka/ Narsingdi/ Manikganj/ Sherpur/ Kishoregonj/ Kushtia/ Gopalganj/ Rajbari/ Jashore/ Bagerhat/ Satkhira/ Bhola/ Pirojpur/ Patuakhali/ Chattogram-South, Chattogram/ Cox's Bazar/ Bandarban/ Cumilla/ Chandpur/ Moulvibazar.
- The Manager, Sonali Bank Limited, Banani Bazar Branch, Dhaka/Ghorasal Branch, Narsingdi/Monohardi Branch, Narsingdi/Madhabdi Branch, Narsingdi/Manikganj Upazilla Complex Branch, Manikganj/Dayagonj Branch, Dhaka/Mirpur Cantonment Branch, Dhaka/Nalitabari Branch, Sherpur/Jhenaigati Branch, Sherpur/Nikly Branch, Kishoregonj/Khoksha Branch, Kushtia/Banshbaria Bazar Branch, Gopalganj/Kalukhali Branch, Rajbari/Rajbari Thana Complex Branch, Rajbari/Rajbari Branch, Rajbari/Kesobpur Branch, Jashore/B.I.S.E. Branch, Jashore/Fakirhat Branch, Bagerhat/Borhanuddin Branch, Bhola/Pirojpur Branch, Pirojpur/Sreeramkati Branch, Pirojpur/Patharghatal Branch, Barguna/Sitakunda Branch, Chattogram/Teknaf Branch, Cox's Bazar/Ali Kadam Branch, Bandarban/Meghna Branch, Cumilla/Kongshanagar Branch, Cumilla/Rahimanagar Branch, Chandpur/Shahrasti Branch, Chandpur/Sreemongal Branch, Moulvibazar/Shamshernagar Branch, Moulvibazar/Kulaura Branch, Moulvibazar/Kamalgonj Branch, Moulvibazar.
- The Immigration Officer, Hazrat Shahjalal (R) International Airport, Dhaka.

Deputy General Manager