Sonali Bank PLC
Credible and Smart

No. HRDD/Training/Overseas-04/2024/1228   Date: March 28, 2024

MEMORANDUM

According to the terms of the contract executed with vendor organization Thakral Information Systems Private Limited, Dhaka for Supply, Installation, Implementation and Commissioning of Server, Storage, Switch, Backup solutions and related software for CBS tech refreshment at Near Data Centre for Sonali Bank PLC, a related training (phase:II) has been organized in Vietnam & Singapore by the said organization for the officials of this Bank.

2.00: The following officials have been nominated by the competent authority to participate in the said training. The executive/officers will visit Vietnam & Singapore for 15 days excluding travel time and holidays from 06.05.2024 to 24.05.2024 or from the date of journey with the terms and conditions given below:

Sl. No.	Name, Index No., Designation & Passport No.	Place of posting	Joining Date, job nature & present basic
01	Md Nokib Uddin Index No. 35809 Assistant General Manager (IT) Passport No: A06866204	Information Technology Division (Infrastructure IT), Head Office, Dhaka	Joining: 15-03-2000 Nature: Permanent Basic: 63,280/-
02	Md Mostafizur Rahman Index No. 41596 Senior Engineer (IT) Passport No: A02001685	Information Technology Division (Infrastructure IT), Head Office, Dhaka	Joining: 22-01-2012 Nature: Permanent Basic: 51,300/-
03	Md Atikur Rahman Index No. 38143 Senior Programmer Passport No: A02989548	Information Technology Division (IT Procurement & Maintenance), Head Office, Dhaka	Joining: 27-12-2010 Nature: Permanent Basic: 53,610/-
04	M M Asfuq Raja Index No. 45063 Principal Officer Passport No: A12952612	Information Technology Division (Infrastructure IT), Head Office, Dhaka	Joining: 02-07-2015 Nature: Permanent Basic: 41,110/-
05	Abu Sadek Md Mainuddin Index No. 36904 Principal Officer Passport No: B00375631	Information Technology Division (IT Procurement & Maintenance), Head Office, Dhaka	Joining: 17-03-2009 Nature: Permanent Basic: 47,600/-
06	Mohammad Ainur Hossain Index No. 46987 Engineer (IT) Passport No: A01796801	Information Technology Division (Infrastructure IT), Head Office, Dhaka	Joining: 05-03-2018 Nature: Permanent Basic: 37,280/-
07	Masud Ahamed Akash Index No. 47005 Engineer (IT) Passport No: A02000969	Information Technology Division (Infrastructure IT), Head Office, Dhaka	Joining: 08-03-2018 Nature: Permanent Basic: 37,280/-
08	Md Kamrul Ahasan Index No. 45045 Principal Officer Passport No: A11955649	Information Security, IT Risk Management & Fraud Control Division, Head Office, Dhaka	Joining: 28-06-2015 Nature: Permanent Basic: 43,170/-

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Terms and Conditions:

(a) All the expenses will be borne by Thakral Information Systems Private Limited, Dhaka, Bangladesh.

(b) The Participant will not be paid salary or any part thereof in foreign currency for attending the aforesaid training.

(c) The period of training including days of journey will be treated as "on duty".

(d) After completion of training, the participant will return and report to his duties at the present place of posting in Bangladesh immediately.

(e) After completion of the visit, the concerned officials will have to submit a report on the training to the Chief Information Technology Officer, Sonali Bank PLC, Head Office, Dhaka.

The nominated officials are hereby requested to attend the training as scheduled.

Sd/-
(Bithi Akter)
Concerned Executive/Officers: Deputy General Manager

Copy forwarded for kind information & necessary action to (Not according to seniority):

1. The Deputy Managing Director-1/2/5, Sonali Bank PLC, Head Office, Dhaka.

2. The Company Secretary, Company Affairs & Board Division, Sonali Bank PLC, Head Office, Dhaka.

3. The Chief Information Technology Officer, Sonali Bank PLC, Head Office, Dhaka.

4. The Deputy General Manager, Human Resource Mangement Division / CEO & Managing Director's Secretariat / Information Technology Division (Infrastructure IT)/Information Security, IT Risk Management & Fraud Control Division, Sonali Bank PLC, Head Office, Dhaka.

5. The Deputy General Manager, Information Technology Division (IT Procurement & Maintenance), Sonali Bank PLC, Head Office, Dhaka. This has reference to their letter no. 328 dated February 19, 2024.

6. The Immigration Officer, All Airports/All Landports, Bangladesh.

7. Mr. Moshiur Ahamed, Enterprise Solutions Division, Thakral Information Systems Private Limited, 111th Floor (East) BDBL (Former-BSRS) Bhaban, 12 Kawran Bazar, Dhaka-1215, Bangladesh. This has reference to their letter dated February 18, 2024.

Deputy General Manager