



No. HRDD/Training/Overseas-03/2024/998

Date: March 07, 2024

MEMORANDUM

According to the terms of the contract executed with 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:1) has been organized in Thailand & Vietnam 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 Thailand & Vietnam for 15 days excluding travel time and holidays from 15.04.2024 to 03.05.2024 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	Mohammad Monoarul Islam Index No. 36244 Deputy General Manager Passport No: A08061693	Information Technology Division (Infrastructure IT), Head Office, Dhaka	Joining: 10-05-2004 Nature: Permanent Basic: 71,530/-
02	Md Rashedul Islam Index No. 37322 Assistant General Manager Passport No: A14199941	Information Technology Division (IT Procurement & Maintenance), Head Office, Dhaka	Joining: 16-08-2009 Nature: Permanent Basic: 58,500/-
03	Md Ezazul Haque Index No. 37909 Senior Principal Officer Passport No: A07955851	Information Technology Division (Infrastructure IT), Head Office, Dhaka	Joining: 22-11-2010 Nature: Permanent Basic: 53,610/-
04	Chandan Kumer Podder Index No. 42172 Senior Engineer (IT) Passport No: A02002077	Information Technology Division (Infrastructure IT), Head Office, Dhaka	Joining: 08-01-2012 Nature: Permanent Basic: 51,300/-
05	Partha Pratim Bose Index No. 41902 Senior Engineer (IT) Passport No: A13114904	Information Technology Division (Business IT), Head Office, Dhaka	Joining: 02-04-2012 Nature: Permanent Basic: 51,300/-
06	Md Shahadat Hossain Index No. 40729 Senior Programmer Passport No: A03676691	Information Technology Division (Infrastructure IT), Head Office, Dhaka	Joining: 10-11-2010 Nature: Permanent Basic: 53,610/-
07	Md Fahad Index No. 46976 Database Administrator Passport No: A06653947	Information Technology Division (Infrastructure IT), Head Office, Dhaka	Joining: 04-03-2018 Nature: Permanent Basic: 37,280/-
08	Md Shamim Shaharier Index No. 46996 Engineer (IT) Passport No: A13169986	Information Technology Division (Infrastructure IT), Head Office, Dhaka	Joining: 06-03-2018 Nature: Permanent Basic: 37,280/-

Cont. pg- 02



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/Business IT), 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