



Sonali Bank PLC

Credible and Smart

No. HRDD/Conference/Overseas-02/2023/2962

Date: December 28, 2023

MEMORANDUM

According to the reference of Bangladesh Bank letter no. PSD(NPSB)/27/2023-3437 dated December 26, 2023 the following Official of Sonali Bank PLC who the member of Working Committee of TakaPay Card has been nominated by the competent authority to participate in the training titled “Pure (Thales) Specification” to be held on January 22-23, 2024 at THALES Offices, 12, Ayer Rajah Crescent, Singapore organized by The Instrumental Clique (local representative of Thales) with the terms and conditions given below:

Sl.No.	Name	Designation	Place of posting
01	Mohammad Mizanur Rahman Index No. 41910 Passport No: A12323148	Senior Engineer (IT)	Govt. Accounts & Services Division, Sonali Bank PLC, Head Office, Dhaka

Terms and Conditions:

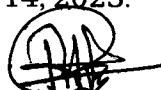
- Participant's own division will have to bear the actual expenditures regarding two-way air ticket in economy class of Dhaka-Singapore-Dhaka, Hotel Rent, Pocket Money and other expenses (if any) as admissible in US Dollar as per circular.
- The Participant will not be paid salary or any part thereof in foreign currency for attending the aforesaid training.
- The period of visit including days of journey will be treated as “on duty”.
- On completion of training, the participant will return and report to his duties at the present place of posting in Bangladesh immediately.
- After attending the training, participant will have to submit a report to the authorities of Sonali Bank PLC.

The nominated Official is hereby requested to attend the training as scheduled.

Sd/-
(Bithi Akter)
Deputy General Manager

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

- The Deputy Managing Director-1/2/3, Sonali Bank PLC, Head Office, Dhaka.
- The General Manager (Govt. Accounts & Services Division), Sonali Bank PLC, Head Office, Dhaka.
- Mr. Md. Motasem Billah, Director, Payment Systems Department, Bangladesh Bank, Head Office, Motijheel, Dhaka- This has reference to their letter no. PSD(NPSB)/27/2023-3437 dated December 26, 2023.
- The Deputy General Manager, CEO & Managing Director's Secretariat / Human Resource Management Division / Govt. Accounts & Services Division / Cards Division, Sonali Bank PLC, Head Office, Dhaka.
- The Deputy General Manager, Information Technology Division (Business IT), Sonali Bank PLC, Head Office, Dhaka. With a request to publish this memorandum in the website of Sonali Bank PLC.
- The Immigration Officer, Hazrat Shahjalal International Airport, Dhaka.
- Mr. Maruf Alam, Managing Partner, The Instrumental Clique, Navana Yusuf Infinity, 16 Mohakhali C/A, 12th Floor, 12B, Dhaka-1212, Bangladesh- This has reference to their letter no: IC/BB/NPSB/SPEC/003/131223 dated December 14, 2023.


Deputy General Manager

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