



No. HRDD/Training/Overseas-01/2023/2907

Date: December 21, 2023

**MEMORANDUM**

The competent authority of Sonali Bank PLC has approved a team consist of the following 07 Executive/Officers to carry out the Factory visit with Product Specific Training on Structured Cabling System and Over Head LAN for Near Data Center (NDC) of Sonali Bank PLC in Berlin, Germany.

Sl No.	Name, Index No., Designation & Passport No.	Place of posting	Joining Date, job nature & present basic
01	Md Zahirul Islam Index No. 34465 Deputy General Manager Passport No: A02790532	Information Technology Division (Business IT), Head Office, Dhaka	Joining: 20-05-1995 Nature: Permanent Basic: 71,530/-
02	Md Munirul Islam Masud Index No. 36283 Assistant General Manager Passport No: A07534057	Information Technology Division (Business IT), Head Office, Dhaka	Joining: 09-06-2004 Nature: Permanent Basic: 65,820/-
03	Md Mizanur Rahman Index No. 33169 Assistant General Manager Passport No: B00374071	Business Development Division, Head Office, Dhaka	Joining: 26-10-1993 Nature: Permanent Basic: 71,200/-
04	Mohammad Faruq Ahmed Index No. 37806 Senior Principal Officer Passport No: EE0906635	Information Technology Division (IT Procurement & Maintenance), Head Office, Dhaka	Joining: 26-04-2010 Nature: Permanent Basic: 56,030/-
05	Md Hasan Monsur Index No. 37913 Senior Programmer Passport No: B00103187	Information Technology Division (Business IT), Head Office, Dhaka	Joining: 14-11-2010 Nature: Permanent Basic: 53,610/-
06	Syed Shoeb Choudhury Index No. 42237 Engineer (IT) Passport No: A01917626	Information Technology Division (Infrastructure IT), Head Office, Dhaka	Joining: 22-01-2012 Nature: Permanent Basic: 49,980/-
07	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/-

The team will visit to the concerned factory for 05 days excluding travel time from 20.01.2024 to 24.01.2024 or from the date of journey and join their respective department in due course after completing the assign duty. All the expenses of the visit will borne by Shark Limited, Bangladesh & their OEM Corning Optical Communications, GmbH & Co. KG, Berline, Germany. After completion the visit, concerned Executive & Officers will have to submit a report to the authorities of Sonali Bank PLC.

Concerned Executive/Officers:

Sd/-  
(Bithi Akter)  
Deputy General Manager

Cont. pg- 02



**Sonali Bank PLC**

*Credible and Smart*

Pg No- 02

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

1. The Deputy Managing Director-1/5, Sonali Bank PLC, Head Office, Dhaka.
2. 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, Information Technology Division (IT Procurement & Maintenance), Sonali Bank PLC, Head Office, Dhaka. This has reference to their letter no. 2108 (Ka) dated December 11, 2023.
5. The Deputy General Manager, CEO & Managing Director's Secretariat / Human Resource Management Division / Information Technology Division (Infrastructure IT / Business IT) / Business Development Division, Sonali Bank PLC, Head Office, Dhaka.
6. The Immigration Officer, All Airports/All Landports, Bangladesh.
7. Mr. Joseph B. Ulysses, Chairman & CEO, Shark Limited, Suit - C, 13<sup>th</sup> Floor, Concord Center Point, 14/A & 31/A Tejkunipara, Farmgate, Dhaka-1215, Bangladesh. This has reference to their letter no. Shagr/SBL/24092023/090, dated September 24, 2023.

Deputy General Manager