

ইসলামাবাদ টেলিগ্রাফিক্যাল ডিভিশন(বিজনেস অফিস)
 সোনালী ব্যাংক লিমিটেড প্রধান কার্যালয়, ঢাকা।
 তারিখ: ১৮/০৩/১৯
 ১. উপস্থাপন করুন
 ২. অঙ্গীকার করুন
 ৩. প্রেরণের তারিখ
 ৪. দায়িত্ব গ্রহণ করুন
 ৫. প্রয়োজনীয় পদক্ষেপ নিন
 ৬.দিনের মধ্যে

ডেপুটি ম্যানেজিং ডিরেক্টর

সোনালী ব্যাংক লিমিটেড
Sonali Bank Limited

Mr. Partha, Engr (IT)

HUMAN RESOURCE DEVELOPMENT DIVISION
 HEAD OFFICE, MOTIJHEEL COMMERCIAL AREA
 DHAKA-1000, BANGLADESH
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HRDD/Training/Overseas-15/2019/672

Date: March 18, 2019

MEMORANDUM

We have immense pleasure to inform that the following Officials have been nominated by the competent authority to participate in the workshop titled "Cyber Security and Payments Workshop" to be held on April 03-04, 2019 in **Kolkata, India** organized by SWIFT:

| Sl.No. | Name & Index No. | Designation | Place of posting |
|--------|--|---------------------------|--|
| 01 | Mr. Md Abnus Jahan Index No. 60120 | Deputy Managing Director | Head Office, Dhaka |
| 02 | Mr. Dewan Mohammad Moniruzzaman Index No. 28408 | Deputy General Manager | Local Office, Dhaka |
| 03 | Mr. Mohammad Rafiqul Islam Index No. 34934 | Assistant General Manager | Treasury Management Division-2 (Mid & Back Office), Head Office, Dhaka |
| 04 | Mr. Mohammad Rafiqul Islam Index No. 35819 | Senior Programmer | Treasury Management Division-2 (Mid & Back Office), Head Office, Dhaka |
| 05 | Mr. Mohammad Rahim Ullah Index No. 37008 | Senior Principal Officer | Banga Bondhu Avenue Corporate Branch, Dhaka |
| 06 | Mr. Mohammad Elias Uddin Index No. 37185 | Senior Principal Officer | Foreign Exchange Corporate Branch, Dhaka |

Terms and Conditions:


- Participants' own office/Branch will bear the actual expenditures regarding two-way air ticket of Dhaka-Kolkata-Dhaka, hotel rent and pocket money in US Dollar as admissible 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 workshop to the competent authority within 15 (Fifteen) days on completion of the program.

The nominees are hereby requested to attend the programme as scheduled.

Sd/-
 (A.K.M.Sajedur Rahman Khan)
 Deputy Managing Director

Copy forwarded for kind information & necessary action to:

- The Deputy Managing Director-1/2/3, Sonali Bank Limited, Head Office, Dhaka.
- The General Manager, Sonali Bank Limited, Local Office, Dhaka.
- The General Manager, Sonali Bank Limited, Banga Bondhu Avenue Corporate Branch, Dhaka.
- The Deputy General Manager, CEO & Managing Director's Secretariat, Sonali Bank Limited, Head Office, Dhaka.
- The Deputy General Manager, Human Resource Management Division (Section-1) / Treasury Management Division-2 (Mid & Back Office), Sonali Bank Limited, Head Office, Dhaka.
- The Deputy General Manager, Sonali Bank Limited, Foreign Exchange Corporate Branch, 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 Immigration Officer, Hazrat Shahjalal (R) International Airport, Dhaka.
- Mr MAK Azad, Joint Secretary, Swift Member & User Group of Bangladesh, Bangladesh Foreign Exchange Dealers Association (BAFEDA), Eastern Housing Commercial Building (11th Floor), 73, Kakrail, Dhaka-1000. This has reference to their e-mails dated March 04, & March 06, 2019. Participants Information are enclosed herewith for kind perusal and necessary action.


 Deputy Managing Director