

No. HRDD/Forum/Overseas-15/2017/1964

Date: May 07, 2017

MEMORANDUM

The following officials have been nominated by the Competent Authority to participate the Forum on “Philippines Banking Technology and Cyber Security” in Manila, Philippines to be held on June 06 to 07, 2017 organized by FLEMING:

Sl.No.	Name & Index No.	Designation	Place of posting
01	Mr. Mohammed Mossarof Hossen Index No. 36682	Senior Principal Officer	General Manager's Office, Chittagong
02	Mr. Muhammad Hasan Jahangir Index No. 36266	Senior Principal Officer	Human Resource Development Division, Head Office, Dhaka
03	Mr. Mahbubur Rahman Index No. 38091	Principal Officer	General Manager's Office, Comilla
04	Mr. Md. Sabbir Mahmud Index No. 42476	Principal Officer	General Manager's Office, Barisal
05	Mr. Tanvir Ahamad Index No. 42236	Engineer (IT)	Dargagate Corporate Branch, Sylhet
06	Mr. Md. Ziddarul Islam Index No. 40732	Assistant Programmer	Principal Office, Rangpur

Terms and Conditions:

- Human Resource Development Division (HRDD) of Sonali Bank Limited will bear the registration fee as per prescribed rate.
- Participants' own office will bear the actual expenditures regarding two-way air ticket in economy class of Dhaka-Manila-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 programme to the General Manager, Sonali Bank Limited, Human Resource Development Division, Head Office, Dhaka within 15(Fifteen) days on completion of the visit.

The Nominees are hereby requested to attend the programme as scheduled. Brochure of the programme is enclosed herewith for perusal and necessary action.

Sd/-

(Mohammad Ashraf Ullah)
Deputy General Manager

Concerned Officers.

Enclosure: As above.

Copy forwarded for kind information & necessary action to:-

- The General Manager, Sonali Bank Limited, General Manager's Office, Chittagong/ Comilla/ Barisal/ Sylhet/ Rangpur.
- The Deputy General Manager, Sonali Bank Limited, MD's Secretariat/ Personnel Management Division (Section-1/2/3) / Human Resource Development Division, Head Office, Dhaka.
- The Deputy General Manager, Information Technology Division-2, Sonali Bank Limited, Head Office, Dhaka. With a request to publish this memorandum in the website of Sonali Bank Limited.
- The Deputy General Manager, Sonali Bank Limited, Principal Office, Principal Office, Rangpur.
- The Deputy General Manager, Sonali Bank Limited, Dargagate Corporate Branch, Sylhet.
- The Immigration Officer, Hazrat Shahjalal (R) International Airport, Dhaka.
- Mr. Victor Waqas, Project Manager, Fleming., 5, Jalan Stesen Sentral 5, Kuala Lumpur Sentral, 50470 Kuala Lumpur, Malaysia. This has a reference to their e-mails dated March 20 & 27, 2017.

Our Management has approved the nomination by considering the 'Early Bird Price'.


Deputy General Manager