

No. HRDD/Program/Overseas-09/2019/1325

Date: May 30, 2019

MEMORANDUM

We have the immense pleasure to inform that the following officials have been nominated by the competent authority to participate in the program on **Visa Security Summit 2019** to be held on June 19-20, 2019 in **Pudong Shangri-La Hotel, Shanghai, China** organized by Visa Asia Pacific Security Summit 2019:

Sl No.	Name & Index No.	Designation	Place of posting
01	Mr. Omar Farooq Khandaker File No. 23769	Chief Information Technology Officer	Head Office, Dhaka
02	Mr. Subash Chandra Halder Index No. 26792	Deputy General Manager	Cards Division, Head Office, Dhaka
03	Mr. Md Bulbul Ahasan Tarafder Index No. 37867	Senior Principal Officer	Information Security, IT Risk Management & Fraud Control Division, Head Office, Dhaka
04	Mr. Md Zahidul Kabir Index No. 38255	Senior Principal Officer	Cards Division, Head Office, Dhaka
05	Mr. Nur Hossen Index No. 38220	Programmer	Information Security, IT Risk Management & Fraud Control Division, Head Office, Dhaka

The nominees are required to fill up the online registration form as stated in Visa Asia Pacific Security Summit 2019 event website and submit it along with documents (if necessary).

Terms and Conditions:

- Human Resource Development Division (HRDD) of Sonali Bank Limited will bear the Registration Fee as per prescribed rate.
- Participant own office will bear the actual expenditures regarding two-way air ticket of Dhaka-Shanghai, China-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 meeting.
- 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.
- The Participants will submit a report on attended conference to the CEO & Managing Director within 15 (Fifteen) days on completion of the visit.

The nominees are hereby, requested to attend the program as scheduled.

Sd/-
(Md. Abul Hashem)
General Manager

Enclosure: As above.

Copy forwarded for kind information & necessary action to:-

- The Deputy Managing Director-2, Sonali Bank Limited, Head Office, Dhaka.
- Chief Information Technology Officer, Information Technology Division, Sonali Bank Limited, Head Office, Dhaka.
- The Deputy General Manager, Human Resource Management Division (Section-1/2)/Cards Division/ Information Security, IT Risk Management & Fraud Control Division, Sonali Bank Limited, Head Office, 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.
- Mr. Lakshmi Ramakrishnan, Director – Risk Services, India & South Asia, The Capital, C-70, G-Block, A-1702, Bandra Kurla Complex, Bandra (E), Mumbai-400051. This has a reference to their E-mail dated March 14, 2019.
- The Immigration Officer, Hazrat Shahjalal (R) International Airport, Dhaka.


General Manager