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Mr. Partho, Eng (IT)

No. HRDD/Program/Overseas-12/2019/1407

Date: June 19, 2019

MEMORANDUM

We have immense pleasure to inform that the following Officials have been nominated by the competent authority to participate in the program titled "**Certified Card Payment Systems Professional (CCPSP)**" to be held on July 11-14, 2019 in **Pune, Maharashtra, India** organized by MVL Consulting Private Limited, 17, Laxman villa, Paud Road, Pune, Maharashtra 411038, India:

Sl. No.	Name & Index No.	Designation	Place of posting
01	Mr. Md. Sayedur Rahman Index No. 27931	General Manager	Head Office, Dhaka
02	Mr. Subash Chandra Halder Index No. 26792	Deputy General Manager	Cards Division, Head Office, Dhaka
03	Mr. Areef Md Taher Index No. 26395	Assistant General Manager	Cards Division, Head Office, Dhaka
04	Mr. Md Zahidul Kabir Index No. 38255	Senior Principal Officer	Cards Division, Head Office, Dhaka
05	Mrs. Farjana Yasmin Mishu Index No. 42041	Principal Officer	Cards Division, Head Office, Dhaka
06	Mr. Md Shamim Ahmed Index No. 37951	Principal Officer	Cards Division, Head Office, Dhaka
07	Mr. Md Sultan Mahmud Index No. 41789	Principal Officer	Cards Division, Head Office, Dhaka

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 of Dhaka-Pune-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 competent authority within 15 (Fifteen) days on completion of the programme.

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

Sd/-
(Md. Abul Hashem)
General Manager

Copy forwarded for kind information & necessary action to:

- The Deputy Managing Director-2/3, Sonali Bank Limited, Head Office, Dhaka.
- The General Manager, Cards Division, Sonali Bank Limited, Head Office, 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-1/2) / Cards 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.
- The Immigration Officer, Hazrat Shahjalal (R) International Airport, Dhaka.
- Mrs. Nisha Agarwal, MVL Consulting Private Limited, 17, Laxman villa, Near Jog Hospital, Paud Road, Pune 411038, India. This has a reference to their e-mails dated June 17, 2019.


General Manager