

No. HRDD/Training/Overseas-10/2018/2072

Date: August 29, 2018

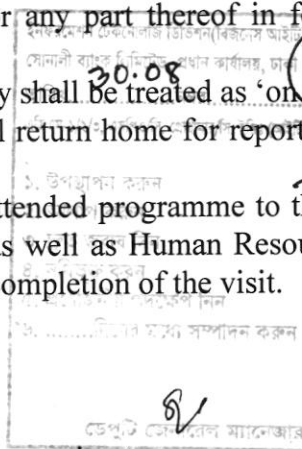
MEMORANDUM

We have the immense pleasure to inform that the following officials have been nominated by the authority to participate the Training Programme on “Bourse Course” at National Institute of Bank Management (NIBM), Pune, India to be held on September 10-20, 2018 organized by Bangladesh Foreign Exchange Dealers’ Association (BAFEDA), Dhaka jointly with NIBM, India with the terms and conditions given below:

Sl.No.	Name & Index No.	Designation	Place of posting
01	Mr. Md. Mahfuzar Rahman Index No. 36380	Senior Principal Officer	Treasury Management Division-2 (Mid & Back Office), Head Office, Dhaka
02	Mr. Md. Bellal Hossain Index No. 45178	Senior Officer	Treasury Management Division-1 (Front Office), Head Office, Dhaka

Terms and Conditions:

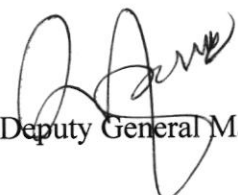
- Human Resource Development Division (HRDD) of Sonali Bank Limited will bear the Programme Fee as per prescribed rate.
- Participants’ own office will bear the actual expenditures regarding two-way air ticket in economy class of Dhaka-Pune-Dhaka and pocket money in US Dollar as admissible as per circular.
- 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, Treasury Management Division as well as Human Resource Development Division, Head Office, Dhaka within 15 (Fifteen) days on completion of the visit.



Sd/-
(Sk. Ishmail Hossain)
Deputy General Manager

Copy forwarded for kind information & necessary action to:-

- The Chairman, Bangladesh Foreign Exchange Dealers’ Association (BAFEDA), Eastern Commercial Complex (11th floor), 73 Kakrail, Dhaka. This has a reference to their letter no. BAFEDA/Training-4/2018/129 dated August 01, 2018.
- The General Manager, Treasury Management Division, Sonali Bank Limited, Head Office, Dhaka. This has a reference to their letter no. 1236 dated August 14, 2018.
- The Deputy General Manager, Sonali Bank Limited, Human Resource Management Division (Section-1/3)/ Treasury Management Division-1 (Front Office)/ Treasury Management Division-2 (Mid & Back Office), 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 Immigration Officer, Hazrat Shahjalal (R) International Airport, Dhaka.


Deputy General Manager