

No. HRDD/Training/Overseas-21/2018/3020

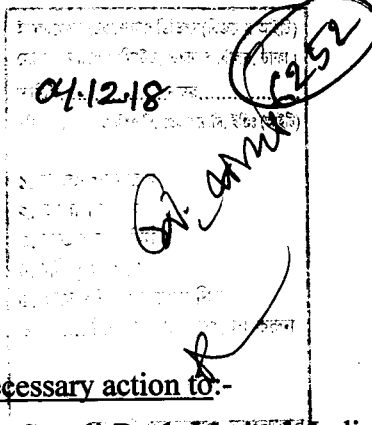
Date: December 03, 2018

MEMORANDUM

We have the immense pleasure to inform that Mrs. Rawshan Jahan (Index No. 34688), Assistant General Manager, Sonali Bank Limited, India Operation, Kolkata, India has been nominated by the authority to participate in the orientation workshop on "FOREX Under 2018 Series" to be held on December 17-21, 2018 at Staff Training College, United Bank of India, 19A & B, Raja Santosh Road, Alipore, Kolkata, India conducted by United Bank of India under the auspices of Foreign Exchange Dealers' Association of India (FEDAI) with the terms and conditions given below:

- Sonali Bank Limited, Kolkata Branch, India shall have to bear all the expenses related with the training program.
- The period of training program shall be treated as 'on duty'.
- On completion of training program, the participant will report her duties at the present place of posting.
- The Participant will submit a report on attended program to the General Manager, Sonali Bank Limited, Human Resource Development Division, Head Office, Dhaka as well as CEO & Deputy General Manager, Sonali Bank Limited, India Operation, Kolkata, India within 15 (Fifteen) days on completion of the training program.

Mrs. Rawshan Jahan
Assistant General Manager
Sonali Bank Limited
India Operation
Kolkata
India.



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

Copy forwarded for kind information & necessary action to:-

- The CEO & Deputy General Manager, Sonali Bank Limited, India Operation, Kolkata, India. This has a reference to their letter no. SBL:KOL:FEDAI:TRAINING:2018-19/353/5353 dated November 17, 2018.
- The Deputy General Manager, Human Resource Management Division (Section-1), Sonali Bank Limited, Head Office, Dhaka. This has a reference to their letter no. 14935 dated November 22, 2018.
- The Deputy General Manager, Foreign Remittance Management 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.
- Shri Alok Datta, Assistant General Manager (IBD) & Chief Coordinator, International Banking Division, United Bank of India, Head Office, 11, Hemanta Basu Sarani, Kolkata-700001, India.

Deputy General Manager