

১. উপস্থাপন করান
২. আলোচনা করুন
৩. দ্রুত জবাব দিন

৪. ~~নথীকরণ~~ / Training/Overseas-27/2019/2042

৫. প্রয়োজনীয় পদক্ষেপ দিন

৬.দিনের মধ্যে সম্মাদন করুন

Date: August 18, 2019

MEMORANDUM

We have immense pleasure to inform that the following Officials have been nominated by the competent authority to participate in the training course titled **Technical Analysis for Dealers** to be held on September 16-20, 2019 in National Institute of Bank Management (NIBM), Pune, India organized by Bangladesh Foreign Exchange Dealers' Association (BAFEDA), Dhaka jointly with NIBM, India with the following terms and conditions:

Sl. No.	Name & Index No.	Designation	Place of posting
01	Mr. Mohammad Ahsanul Kabir Index No. 35928	Assistant General Manager	Treasury Management Division-1 (Front Office), Head Office, Dhaka
02	Mr. Nazrul Islam Index No. 36090	Senior Principal Officer	Treasury Management Division-2 (Mid & Back Office), Head Office, Dhaka
03	Ms. Laila Yeasmin Index No. 36030	Senior Principal Officer	Treasury Management Division-2 (Mid & Back Office), Head Office, Dhaka
04	Mr. Mohammad Zamshidul Alam Index No. 36410	Senior Principal Officer	Treasury Management Division-2 (Mid & Back Office), Head Office, Dhaka
05	Mr. Sanatan Kumar Index No. 37510	Principal Officer	Treasury Management Division-2 (Mid & Back Office), Head Office, Dhaka
06	Mr. Md Zahedul Islam Index No. 38185	Principal Officer	Treasury Management Division-2 (Mid & Back Office), Head Office, Dhaka
07	Ms. Suraiya Hossain Index No. 37750	Principal Officer	Treasury Management Division-1 (Front Office), Head Office, Dhaka

Terms and Conditions:

- (a) Human Resource Development Division (HRDD) of Sonali Bank Limited will bear the Registration Fee as per prescribed rate.
- (b) 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.
- (c) The Participants will not be paid salary or any part thereof in foreign currency for attending the Programme.
- (d) The period of visit including days of journey shall be treated as "on duty".
- (e) On completion of visit, the participants will return home for report to their duties at present place of posting.
- (f) After attending the training course, each participant will submit a report on the training course to the Chief Financial Officer, Sonali Bank Limited, Head office, Dhaka as well as General Manager, Human Resource Development Division, Sonali Bank Limited, Head office, Dhaka within 15 (Fifteen) days on completion of the visit.

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

Sd/-

(Md. Sirajul Islam)

Deputy General Manager

Copy forwarded for kind information & necessary action to (Not according to seniority):-

1. 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/NIBM/Training-2&3/2019/513 dated June 24, 2019.
2. The Chief Financial Officer, Sonali Bank Limited, Head Office, Dhaka. This has a reference to their letter no. TMD-1/Establishment/1383 dated August 05, 2019.
3. The Deputy General Manager, Human Resource Management Division (Section-1/2) / Treasury Management Division-1 (Front Office) / Treasury Management Division-2 (Mid & Back Office), Sonali Bank Limited, Head Office, Dhaka.
4. 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.
5. The Immigration Officer, Hazrat Shahjalal (R) International Airport, Dhaka.

Md. Sirajul Islam
Deputy General Manager