## Sonali Bank PLC Credible and Smart

#### No. HRDD/Training/Overseas-08/2024/2646

Date: October 28, 2024

#### **MEMORANDUM**

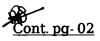
According to the terms of the contract executed with the vendor organization Gazi Communications for the implementation of Software Defined Network at Sonali Bank PLC's Near Data Center, a training on "Juniper: Software Define Network (Spine Leaf Architecture)" has been organized for the officials of this bank in Malaysia by the said organization.

2.00: The following officials have been nominated by the competent authority to participate in the said training. The executive/officers will visit Malaysia for 05 days excluding travel time from 24.11.2024 to 28.11.2024 or from the date of journey with the terms and conditions given below:

SL	Name, Index No., Designation	Place of posting	Retirement Date & job
No.	& Passport No		nature
01	Mohammad Monoarul Islam	Information Technology	<b>Retirement</b> : 11-11-2035
	Index No. 36244	Division (Infrastructure IT),	Nature: Permanent
	Deputy General Manager	Sonali Bank PLC	
	Passport No: A08061693	Head Office, Dhaka	
02	Md Bulbul Ahasan Tarafder	Information Security, IT Risk	Retirement: 05-10-2036
	Index No. 37867	Management & Fraud Control	Nature: Permanent
	Senior Principal Officer	Division, Sonali Bank PLC	
	Passport No: A14997263	Head Office, Dhaka	
03	Chandan Kumer Podder	Information Technology	Retirement:30-09-2047
	Index No. 42172	Division (Infrastructure IT),	Nature: Permanent
	Senior Engineer (IT)	Sonali Bank PLC	
	Passport No: A02002077	Head Office, Dhaka	
04	Md Hasan Mahamud	Information Technology	<b>Retirement:</b> 06-12-2043
	Index No. 42123	Division (Infrastructure IT),	Nature: Permanent
	Senior Engineer (IT)	Sonali Bank PLC	
	Passport No: A14249092	Head Office, Dhaka	
05	Shamsuddha Akand	CEO & Managing Director's	Retirement:14-09-2040
	Index No. 37917	Secretariat, Sonali Bank PLC	Nature: Permanent
	Principal Officer	Head Office, Dhaka	
	Passport No: A07809358		
06	Rupam Chandro	Information Technology	<b>Retirement</b> : 30-11-2051
	Index No. 48877	Division (Infrastructure IT),	Nature: Permanent
	Assistant Engineer (IT)	Sonali Bank PLC	
	Passport No: A02980559	Head Office, Dhaka	

#### Terms and Conditions:

- (a) All the expenses i.e., air fare, food, accommodation, transport etc. and any other costs related to this training will be borne by Gazi Communications.
- (b) The Participants will not be paid salary or any part thereof in foreign currency for attending the aforesaid training.
- (c) The period of training including days of journey will be treated as "on duty".



HUMAN RESOURCE DEVELOPMENT DIVISION Hotline:   www.sonalibank.com.bd Sonali Bank PLC, Head Office, Motijheel Commercial Area Dhaka-1000, Bangladesh Hotline:   DGM: 02223388175 (DGM), PABX: 9550426-31, 33, 34, EXT: 2025, 3246, 3251, 3252, 3263 Hotline: 16639,   E-mail: dgmhrdd@sonalibank.com.bd +88096100166 16639,	www.sonalibank.com.bd
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- (d) After completion of training, the participants will return and report to their duties at the present place of posting in Bangladesh immediately.
- (e) After completion of the visit, the concerned officials will have to submit a report on the training to the Chief Information Technology Officer, Sonali Bank PLC, Head Office, Dhaka within 15 (Fifteen) days.

The nominated Officials are hereby requested to attend the training as scheduled.

Sd/-(Bithi Akter) Deputy General Manager

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

1. All Deputy Managing Director, Sonali Bank PLC, Head Office, Dhaka.

2. The Company Secretary, Company Affairs & Board Division, Sonali Bank PLC, Head Office, Dhaka.

3. The Chief Information Technology Officer, Sonali Bank PLC, Head Office, Dhaka.

4. The Deputy General Manager, Human Resource Mangement Division / CEO & Managing Directoriat's Secretariat / Information Security, IT Risk Management & Fraud Control Division, Sonali Bank PLC, Head Office, Dhaka.

5. The Deputy General Manager, Information Technology Division (Infrastructure IT), Sonali Bank PLC, Head Office, Dhaka- This has reference to their letter no. 965 dated October 22, 2024.

6. The Immigration Officer, All Airports/All Landports, Bangladesh.

7. Mr. Ehtesham Din Md. Chowdhury, Senior Manager, Corporate Sales, Gazi Communications, 37/2, Bir Protik Gazi Dastagir Road, Zaman Tower (Level-15), Purana Paltan, Dhaka-1000-This has reference to their letter dated October 03, 2024.

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Concerned Officials: