



Sonali Bank PLC

Credible and Smart

NO. HRMD/OMD/SEC-1/9565

Dated : 19 December, 2024

“ MEMORANDUM ”

Permission to visit Gaungzhou, China to carryout the Pre shipment Inspection (PSI)/ Factory Acceptance Test (FAT) of ATM machine for Sonali Bank PLC

The competent authority of Sonali Bank PLC has approved a team consist of the following 06 Executive/Officers of Sonali Bank PLC to carryout the Pre Shipment Inspection (PSI)/Factory Acceptance Test (FAT) of ATM at GRG's main plant in China (manufactoring Country)

Sl. No.	Name, Index, Designation, Passport no	Joinning Date, Basic Salary	Present Posting
01.	Md Zahirul Islam (34465) Deputy General Manager Passport no- A02790532	20/05/1995; 74,400/-	Information Technology Division (Business IT)
02.	Muhammad Deloar Hossain (36411) Senior Principal Officer Passport no- A11651250	08/06/2004; 61,200/-	Cards Division
03.	Md Zahidul Kabir (38255) Senior Principal Officer Passport no- A02814262	22/11/2010; 56,030/-	Cards Division
04.	Md Atikur Rahman (38143) Senior Programmer Passport no- A02989548	27/12/2010; 56,030/-	Information Technology Division (IT Procurement & Maintenance)
05.	Md Syeeduzzaman (36875) Principal Officer Passport no- A03945700	22/03/2009; 41,110/-	Information Technology Division (IT Procurement & Maintenance)
06.	Md Shamim Ahmed (37951) Principal Officer Passport no- A02726778	21/11/2010; 49,980/-	Cards Division


The team will visit Gaungzhou, China for 05 days from 05/01/2025 to 09/01/2025 or from the date of journey (excluding travel time) and join their respective department in due course after completing the assigned duty. All the expenses of the visit will borne by GRG Banking Equipment (HK) Co. Ltd, Gaungzhou, China.

Concerned Executive/Officers:

Sd/-
(Md. Mazibur Rahman)
Deputy General Manager

Copy forward for kind information & necessary action to:

01. Chief Information Technology Officer, Sonali Bank PLC, Head Office, Dhaka.
02. Deputy General Manager, CEO & Managing Director's Secretariat/ Information Technology Division (IT Procurement & Maintenance)/ Information Technology Division (Business IT)/ Cards Division, Sonali Bank PLC, Head Office, Dhaka.
03. Immigration Officer, All Airports/All Landports, Bangladesh.
04. EDP Copy (To upload the Letter on Bank's website).


19.12.2024
Deputy General Manager