



“ MEMORANDUM ”

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

The competent authority of Sonali Bank PLC has approved a team consist of the following 08 Executive/Officers of Sonali Bank PLC to carryout the Pre Shipment Inspection (PSI)/ Factory Acceptance Test (FAT) of Wall Mount CRM at GRG's main plant in China (manufacturing Country)

Sl. No.	Name, Index, Designation, Passport no	Joining Date, Basic Salary	Present Posting
01.	Shahnaz Begum (33910) Deputy General Manager Passport no- A14620770	31/07/1994; 74,400/-	Cards Division
02.	Md Shahabuddin Khan (35811) Assistant General Manager Passport no- A14698036	19/03/2000; 65,820/-	Cards Division
03.	Mohammad Mostafijur Rahman (36464) Senior Principal Officer Passport no- A03062754	29/07/2004; 61,200/-	Information Technology Division (IT Procurement & Maintenance)
04.	Farjana Yasmin Mishu (42041) Senior Principal Officer Passport no- A16946747	10/11/2010; 56,030/-	Cards Division
05.	Md Ariful Alam (37908) Senior Programmer Passport no- A03410930	21/11/2010; 56,030/-	Audit & Inspection Division-1
06.	Md Farzan Ali (37904) Senior Principal Officer Passport no- A02007545	14/11/2010; 56,030/-	Information Technology Division (Infrastructure IT)
07.	Md Al Amin (38031) Senior Principal Officer Passport no- A07152876	05/01/2010; 58,560/-	Cards Division
08.	Himalay Chandra Roy (50767) Assistant Engineer (IT) Passport no- A16528803	10/03/2020; 28,100/-	Information Technology Division (IT Procurement & Maintenance)

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.

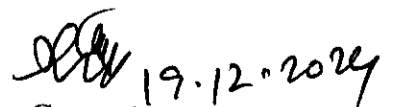
Concerned Executive/Officers:

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 (Infrastructure IT)/ Information Technology Division (Business IT)/ Audit & Inspection Division-1/ 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