No. HRDD/Training/Overseas-07/2024/1796

Date: June 11, 2024

MEMORANDUM

According to the terms of the contract executed with the vendor organization Smart Technologies (BD) Ltd., Dhaka for implementation Sonali Bank PLC's own switching solutions, a training regarding Virtualization Server, SAN Storage, SAN Switch & Virtualization Hypervisor has been organized for the officials of this Bank by the said organization in Kuala Lumpur, Malaysia.

2.00: The following officials have been nominated by the competent authority to participate in the said training. The executive/officers will visit Kuala Lumpur, Malaysia for 05 days excluding travel time & holidays from 08.07.2024 to 12.07.2024 or from the date of journey with the terms and conditions given below:

O1 SHAMEEMA NOOR Information Technology Division (IT Services Deputy General Manager Passport No: A01596154 Dhaka	SL	Name, Index No., Designation &	Place of posting	Joining Date & job
Index No. 35705 Division (IT Services Management) Division (IT Services Management) Division (IT Services Management) Division (Business IT) Division (Business IT Division (IT Procurement & Division (IT Procurement & Division (IT Procurement & Division (IT Procurement & Divis	No.	Passport No.		nature
Deputy General Manager Passport No: A01596154 Deputy Mariful ISLAM Index No. 37991 Assistant General Manager (IT) Passport No: A02999485 Deputy Muthamman Deloar Hossain Senior Principal Officer Passport No: A11651250 Senior Programmer Passport No: A03410931 SAJJAD UL IMAM Index No. 3768 Senior Principal Officer Passport No: A13278880 MAHMUDUL HASAN Index No. 44133 Principal Officer Passport No: A15738080 MD SYEEDUZZAMAN Index No. 36875 Principal Officer Passport No: A03945700 MB SEZAUL HASAN BHUIYAN Index No. 45051 Principal Officer Passport No: A14025197 Management), Head Office, Dhaka Information Technology Information Security, IT Risk Information Security, IT Risk Information Technology Info	01			-
Passport No: A01596154 Dhaka Dhaka Dhaka Dhaka Dhaka Dhaka Dhaka Dhaka Division (Business IT), Head Division, Head Office, Dhaka Division (Business IT), Head Division, Head Office, Dhaka Division, Head Office, Dhaka Division (Infrastructure IT), Division (IT Procurement Amature: Permanent Division (IT Proc		1		Nature: Permanent
MD ARIFUL ISLAM Information Technology Joining: 11-11-2010 Nature: Permanent		1		
Index No. 37991 Assistant General Manager (IT) Passport No: A02999485 03 MUHAMMAD DELOAR HOSSAIN Index No. 36411 Senior Principal Officer Passport No: A11651250 04 S COUSHIK AHMED Index No. 38012 Senior Programmer Passport No: A03410931 05 SAJJAD UL IMAM Index No. 37168 Senior Principal Officer Passport No: A13278880 06 MAHMUDUL HASAN Index No. 44133 Principal Officer Passport No: A15738080 07 MD SYEEDUZZAMAN Index No. 36875 Principal Officer Passport No: A03945700 08 REZAUL HASAN BHUIYAN Index No. 45051 Principal Officer Passport No: A14025197 09 ABDULLAH-AL-MAMUN Information Technology Index No. 41332 Division (IT Procurement & Nature: Permanent Nature: Permanent				
Assistant General Manager (IT) Passport No: A02999485 O3 MUHAMMAD DELOAR HOSSAIN Index No. 36411 Senior Principal Officer Passport No: A11651250 O4 S COUSHIK AHMED Inspection & Audit Division-1 Index No. 38012 Senior Programmer Passport No: A03410931 O5 SAJJAD UL IMAM Information Technology Index No. 37168 Senior Principal Officer Passport No: A13278880 O6 MAHMUDUL HASAN Index No. 44133 Principal Officer Passport No: A15738080 O7 MD SYEEDUZZAMAN Index No. 36875 Principal Officer Passport No: A03945700 O8 REZAUL HASAN BHUIYAN Information Technology Division (IT Procurement & Maintenance), Head Office, Dhaka O9 ABDULLAH-AL-MAMUN Information Technology Division, (IT Procurement & Nature: Permanent Nat	02		,	•
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Index No. 38012 Senior Programmer Passport No: A03410931 Office, Dhaka Office, Dhaka Information Technology Index No. 37168 Senior Principal Officer Passport No: A13278880 Office, Dhaka Information Technology Index No. 37168 Senior Principal Officer Passport No: A13278880 Office, Dhaka Chief Executive Officer's Index No. 44133 Principal Officer Passport No: A15738080 Office, Dhaka Chief Executive Officer's Index No. 44133 Secretariat, Head Office, Dhaka Office, Dhaka Information Technology Index No. 36875 Index No. 36875 Principal Officer Passport No: A03945700 Office, Dhaka Information Technology Index No. 36875 Index No. 403945700 Office, Dhaka Information Technology Information Security, IT Risk Index No. 45051 Principal Officer Passport No: A14025197 Office, Dhaka Information Security, IT Risk Information Security, IT Risk Information Security, IT Risk Information Technology Index No. 414025197 Office, Dhaka Information Technology Index No. 414025197 Office, Dhaka Information Technology Index No. 41332		Passport No: A11651250		
Senior Programmer Passport No: A03410931 Office, Dhaka Information Technology Index No. 37168 Senior Principal Officer Passport No: A13278880 Office, Dhaka Information Technology Index No. 37168 Senior Principal Officer Passport No: A13278880 Office, Dhaka Chief Executive Officer's Index No. 44133 Secretariat, Head Office, Passport No: A15738080 Officer Passport No: A15738080 Officer Passport No: A03945700 Officer Passport No: A03945700 Officer Passport No: A14025197 Officer Passport No: A14025197 Officer Passport No: A1322 Office, Dhaka Information Technology Division (IT Procurement & Maintenance), Head Office, Dhaka Information Security, IT Risk Nature: Permanent Office, Dhaka	04	S COUSHIK AHMED	Inspection & Audit Division-1	Joining: 14-11-2010
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Passport No: A13278880 06 MAHMUDUL HASAN Index No. 44133		Index No. 37168	Division (Infrastructure IT),	Nature: Permanent
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Deineinal Officer			1	Nature: Permanent
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Passport No: B00687214 Dhaka		Passport No: B00687214	Dhaka	Cont == 0°

HUMAN RESOURCE DEVELOPMENT DIVISION

www.sonalibank.com.bd

Hotline: 16639, **≠**8809610016639

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Pa No- 02

SL No.	Name, Index No., Designation & Passport No.	Place of posting	Joining Date & job nature
10	MD WAHIDUZZAMAN	Information Technology	Joining: 06-03-2018
	Index No. 46994	Division (Infrastructure IT),	Nature: Permanent
	Engineer (IT)	Head Office, Dhaka	
	Passport No: A00992472		
11	MD MAHAFIJUR RAHAMAN	Information Technology	Joining: 04-03-2018
	Index No. 46981	Division (Infrastructure IT),	Nature: Permanent
	Engineer (IT)	Head Office, Dhaka	
ĺ	Passport No: A07536716		
12	MD ASADUJJAMAN NUR	Information Technology	Joining: 08-03-2018
	Index No. 47006	Division (Infrastructure IT),	Nature: Permanent
	Engineer (IT)	Head Office, Dhaka	
	Passport No: A02000967		

Terms and Conditions:

- (a) All the expenses will be borne by Smart Technologies (BD) Ltd., Dhaka, Bangladesh.
- (b) The Participant 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".
- (d) After completion of training, the participant will return and report to his 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.

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

Sd/-(Bithi Akter) **Deputy General Manager**

Concerned Executive/Officers:

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

- 1. The Deputy Managing Director-1/2/5, 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 / Chief Executive Officer's Secretariat / Information Technology Division (Business IT/ Infrastructure IT/IT Services Management)/Information Security, IT Risk Management & Fraud Control Division/Cards Division/ Inspection & Audit Division-1 (Corporate Branch & Controlling Offices), Sonali Bank PLC, Head Office, Dhaka.
- 5. The Deputy General Manager, Information Technology Division (IT Procurement & Maintenance), Sonali Bank PLC, Head Office, Dhaka. This has reference to their letter no. 840 & 956 dated May 21, 2024 & June 10, 2024 respectively.
- 6. The Immigration Officer, All Airports/All Landports, Bangladesh.
- 7. Mr. Md. Delwar Hossain, Manager, Corporate Sales, Smart Technologies (BD) Ltd. Jahir Smart Tower 205/1 & 205/1/A, west Kafrul (11th floor), Begum Rokeya Sarani, Agargaon, Dhaka-1207, Bangladesh. This has reference to their letter dated June 4, 2024.

General Manager