ISO 9001:2015

March 14, 2024

Office Order No.:48-2024

"করবো বীমা, গড়বো দেশ স্মার্ট হবে বাংলাদেশ"

Mr. Mohammad Mokarram Hossain (1591), Officer, Cash Section, Fakirnir Hat Org. Office(0480), Chattogram Zone-14 is hereby advised to sit and work at Cash Section, Boalkhali Org. Office(0429), Chattogram Zone-05 on every Tuesday in a week in addition to his existing duties.

This Order shall come into force with immediate effect and shall remain valid until further order.

Conveyance allowance as per rules of the Company is admissible to Mr. Mohammad Mokarram Hossain.

Mahmudur Rahman Talukder

Executive Vice President HR & ADMIN Department

Copy forwarded to:

Mr. Mohammad Mokarram Hossain (1591), Officer.

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Copy forwarded to:

Mr. Mohammad Mokarram Hossain (1591), Officer.

C.C. to: for kind information:

- The Chief Executive officer
- The Deputy Managing Director (Operation).
- 3. The DMD (Dev.) & Incharge, Dev Admin Dept.
- 4. The DMD (Dev.)
- 5. The SEVP & Chief Financial Officer.
- Master file
- 7. Office Order file
- 8. Personal file

- The EVP (PRT) & Incharge, Chattogram Zone-06.
- 2. The EVP (PRT) & Incharge, Chattogram
- The EVP (PRT) & Incharge, Chattogram Zone-14.
- The Incharge, Respective Offices.