ISO 9001:2015

March 18, 2024

"করবো বীমা, গড়বো দেশ স্মার্ট হবে বাংলাদেশ"

Office Order No.:52-2024

This is to informed that Mr. Mizanur Rahman (1523), Executive Officer, Claims Dept., Hathazari Full Fledged Service Centre, Chattogram Zone-12 is assigned to act as Operation Incharge, at Hathazari Full Fledged Service Centre, Chattogram Zone-12 until further order.

Mr. Mizanur Rahman is advised to perform his duties as per job assignment of zone operation incharge attached herewith in addition to his existing departmental duties.

All concerned are requested to give him full co-operation in this regard.

Mahmudur Rahman Talukder

Executive Vice President HR & ADMIN Department

Copy forwarded to:

Mr. Mizanur Rahman (1523), Executive Officer

March 18, 2024

Office Order No.:52-2024

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Mahmudur Rahman Talukder

Executive Vice President HR & ADMIN Department

Copy forwarded to:

Mr. Mizanur Rahman (1523), Executive Officer

C.C. to: for kind information:

1. The Chief Executive officer.

- 2. The Deputy Managing Director (Operation).
- 3. The DMD (Dev.) & Incharge, Dev. Admin Dept.
- 4. The DMD (Dev.)
- 5. All Departmental Heads.
- 6. Master file.
- 7. Personal file.

1. The EVP (PRT) & Incharge, Chattogram Zone-12.