ISO 9001:2015 CERTIFIED

June 11, 2024

"করবো বীমা, গড়বো দেশ স্মার্ট হবে বাংলাদেশ"

## Office Order No.:105-2024

For the greater interest of the Company, Mr. Khaled Habib (3214), Senior Vice President, Underwriting & Re Insurance Dept. Head Office, Dhaka is hereby assigned to look after and supervise the overall activities of Actuarial Department, Head Office, Dhaka in addition to his existing duties.

The additional responsibility of Mr. Khaled Habib shall come into force with immediate effect and shall remain valid until further order.

Chief Executive Officer

Copy forwarded to:

Mr. Khaled Habib (3214), Senior Vice President.

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Md. Shamsul Alam Chief Executive Officer

Copy forwarded to:

Mr. Khaled Habib (3214), Senior Vice President.

C.C. to: for kind information:

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