August 28, 2019

## Office Order No.:236-2019

For the greater interest of the Company, Mr. Md. Rafiqul Islam (0652), Senior Officer, Accounts Dept., Head Office, Dhaka is hereby transferred to Internal Audit Dept., Sandwip Full Fledge Service Centre.

Mr. Md. Rafiqui Islam shall handover the overall charges to the Senior Vice President, Finance & Accounts Dept., Head Office, Dhaka in presence of Internal Auditor.

Mr. Md. Rafiqui Islam is advised to report his joining to the Incharge, Sandwip Full Fledge Service Centre along with release letter from his existing Office by 05-09-2019 with a copy to the Administration Department, Head Office, Dhaka.

Mahmudur Rahman Talukder

Senior Vice President Administration Department.

Mr. Md. Rafiqul Islam (0652), Senier Officer.

## C.C. to:

- The Chief Executive Officer (C.C) for kind information.
- 2. The SEVP & Incharge, Administration Dept.
- 3. The SVP, Finance & Accounts Dept., Head Office.
- The JVP & Incharge (I/Λ) with a request to ensure handing and taking over formalities in presence of an Auditor as per Office Order.
- 5. Master file.
- 6. Office Order file.
- 7. Personal file.

- The Asst. MD (Dev.) & Incharge, Chattogram Division.
- The JEVP (PRT) & Incharge, Chattogram Zone-10.

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Mahmudur Rahman Talukder

Senior Vice President Administration Department.

Mr. Md. Rafiqul Islam (0652), Senior Officer.