



June 13, 2019

Office Order No.:154-2019

Mr. Md. Rabiul Hasan (2523), Assistant Officer (Cashier Cum Computer Operator), Kalmakanda Org. Office, Urban Bima Division is hereby assigned to carry out the additional responsibilities of the following 03 organizing Offices in addition to his existing duties as under:

Additional Responsibilities		Remarks
Name of organizing offices	Schedule	
Sidhli Org. Office (Urban)	02 (Two) day(s) in a month	The working days at mentioned 03 Offices will be settled by the Incharge of respective Offices.
Durgapur Org. Office, (Urban)	02 (Two) day(s) in a month	
Maddanagar Org. Office, (Urban)	02 (Two) day(s) in a month	

Additional responsibilities of Mr. Md. Rabiul Hasan shall come into force with immediate effect shall remain valid until further order.

TA/DA as per rules of the Company is admissible to Mr. Md. Rabiul Hasan in this regard.

Mahmudur Rahman Talukder
Joint Senior Vice President (Admin)

- Mr. Md. Rabiul Hasan (2523), Assistant Officer

C.C. to:

1. The Chief Executive officer for kind information.
2. The DMD, CFO & Company Secretary.
3. The SEVP & Incharge, Administration Dept.
4. The J EVP & Incharge (I/A)
5. Master file
6. Office Order file
7. Personal file
1. The SEVP (PRT) & PD, Urban Bima Division & Mukto Bima Prokalpo.
2. The EVP (PRT) & Incharge, Netrokona Zonal Office, Urban Bima division.
3. The Incharge, respective Offices.

আর্থিক নিরাপত্তার সেতুবন্ধন