October 15, 2019

Office Order No.: 297-2019

For the greater interest of the Company, Mr. Naim Fakir (0084), Officer, IT Dept., Zia Nagar Org. Office, Barishal Zone-01 is hereby transferred to IT Dept., Barishal Service Centre.

Mr. Naim Fakir is advised to report his joining to the Incharge of Barishal Service Centre along with release letter from his existing office by 20-10-2019 with a copy to the Administration Dept., Head Office, Dhaka.

The additional responsibility of Mr. Naim Fakir (0084) Vide Office Order No.:110-2018 dated April 16, 2018 at Underwriting Dept., at Zia Nagar Org. Office, Barishal Zone-01 is here by cancelled.

Mahmudur Rahman Talukder

Senior Vice President

Administration Department.

Copy forwarded to:

Mr. Naim Fakir (0084), Officer

C.C. to:

- 1. The Chief Executive officer for kind information.
- The Deputy Managing Director & CFO.
- 3. The SEVP & Incharge, Administration Dept.
- 4. The EVP & Incharge (IT)
- The JVP & Incharge (I/A)
- 6. Master file
- 7. Office Order file
- 8. Personal file

- The EVP (PRT) & Incharge, Barishal Division.
- The Incharge, Zia Nagar org. Office.

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Mahmudur Rahman Talukder

Senior Vice President Administration Department.

Copy forwarded to:

Mr. Naim Fakir (0084), Officer