ISO 9001:2015

October 20, 2024

## Office Order No.:182-2024

Ms. Flora Nasrin (0919), Senior Manager, HR & Administration Dept., Head Office, Dhaka is hereby transferred to HR & Admin Dept., City Service Centre, Dhaka.

Ms. Flora Nasrin shall handover the Board related all papers, Documents to Mr. Abul Hasnat Mohammed Shamim, SVP & Compamy Secretary and overall charges to Mr. Mahmudur Rahman Talukder, EVP, HR & Administration Dept., Head Office, Dhaka.

Ms. Flora Nasrin is advised to report her joining to the VP & Operation Incharge, City Service Centre, Dhaka along with Stationary Items allotted to him and release letter from her existing office by 24-10-2024 with a copy to the HR & Administration Dept., Head Office, Dhaka.

Mahmudur Rahman Talukder

Executive Vice President HR & ADMIN Department

Copy forwarded to:

Ms. Flora Nasrin (0919), Senior Manager

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Mahmudur Rahman Talukder

Executive Vice President HR & ADMIN Department

Copy forwarded to:

Ms. Flora Nasrin (0919), Senior Manager

## C.C. to: for kind information:

- 1. The Chief Executive officer.
- 2. The Additional Managing Director.
- The SVP & CS.
- The VP & Operation Incharge, City Service Centre.
- 5. Office Order file.
- Master File.