ISO 9001:2015 CERTIFIED

October 23, 2024

Office Order No.:187-2024

For the greater interest of the Company, The transferred of Mr. Yeasin Babu (1630), SEO, Underwriting Dept., Bagmara Full Service Center, Bagmara Zone and Mr. Mojibur Rahman Howlader (0028), EO, Underwriting Dept., Alibahar FPR Centre, Dhaka Zone-13 vide Office Order No.:181-2024, dated October 20, 2024 is hereby adjourned until December Business Closing 2024.

The transferred employees are hereby advised to join the transferred office after December Business Closing 2024 as per Office Order No.181-2024.

Mahmudur Rahman Talukder

Executive Vice President HR & ADMIN Department

• Copy forwarded to: Above 02 (Two) employees.

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Executive Vice President HR & ADMIN Department

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C.C. to: for kind information:

- The Chief Executive officer.
- 2. The Additional Managing Director.
- 3. The SVP & Incharge, Claims Dept.
- 4. The SVP & Incharge, I/A Dept.
- The SVP & Incharge, U/W Dept.
- 6. Master File
- Office Order file.

- 1. The EVP (PRT) & Incharge, Dhaka Zone-13
- 2. The Incharge, Bagmara Corp. Zone.
- 3. The Incharge, Respective Offices.