ISO 9001:2015 CERTIFIED

November 19, 2024

Office Order No.:210-2024

For the greater interest of the Company, Ms. Sarafat Jahan Shuchi, Officer, Newly joined at Head Office, Dhaka, is hereby given posting to Internal Audit Department, Head Office Dhaka.

Ms. Sarafat Jahan Shuchi is advised to report her joining to the Senior Vice President and Incharge, Internal Audit Dept., Head Office, Dhaka immediately with a copy to the HR & Administration Dept., Head Office, Dhaka.

Mahmudur Rahman Talukder

Executive Vice President HR & ADMIN Department

Copy forwarded to:

Ms. Sarafat Jahan Shuchi, Officer.

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Mahmudur Rahman Talukder

Executive Vice President HR & ADMIN Department

Copy forwarded to:

Ms. Sarafat Jahan Shuchi, Officer.

C.C. to: for kind information:

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