December 21, 2024

## Office Order No.:224-2024

The transfer 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 cancelled and they will stay at their existing office and the Order No.:187-2024, dated 23-10-2024 is hereby cancelled.

The additional responsibility of Mr. Yeasin Babu vide Office Order No.:34-2023, dated 16-03-2023 at Internal Audit Dept., Bagmara Full Service Center and Mr. Mojibur Rahman Howlader vide Office Order No.:103-2024, dated 05-06-2024 at Counter sign the policy schedule (Bima Dalil) related works shall continue also.

Mahmudur Rahman Talukder

**Executive Vice President** HR & ADMIN Department

Copy forwarded to: Above 02 (Two) employees.

ISO 9001:2015

December 21, 2024

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Mahmudur Rahman Talukder

Executive Vice President HR & ADMIN Department

Copy forwarded to: Above 02 (Two) employees.

C.C. to: for kind information:

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

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