



December 29, 2024

## Office Order No.:227-2024

For the greater interest of the Company, Mr. Osmanul Haque (0723), SEO, Accounts Dept., Cox's Bazar Full Service Center(0043) is hereby assigned to approve SB and Maturity file of Cox's Bazar Full Fledged Service Centre as per celling as operation incharge.

Mr. Masud Rana (1716), Senior Officer, Underwriting Dept., Cox's Bazar Full Service Center(0043) will assigned to approve SB and Maturity file of Cox's Bazar Full Fledged Service Centre as per celling in addition to his existing duties in absence of Mr. Osmanul Haque, SEO at the station.

Ms. Yeasmin Akter (3297), Junior Officer, Cash Section, Lohagora FPR Centre, Chattogram Zone-08 is hereby assigned to Check and sign Policy schedule (Bima Dalil) as a checking officer sitting at the same premises in addition to his existing duties until further order.

Mr. Md. Sagir Hossain (0903), Executive Officer, U/W Dept., Laksham FPR Centre, Cumilla Zone-04 is hereby assigned to prepare and check Policy schedule (Bima Dalil) sitting at the same premises and sign on it as chacking officer in addition to his existing duties until further order.

**Mahmudur Rahman Talukder**

Executive Vice President

HR & ADMIN Department

- Mr. Osmanul Haque (0723), SEO.
- Mr. Md. Sagir Hossain (0903), Executive Officer
- Mr. Masud Rana (1716), Senior Officer.
- Ms. Yeasmin Akter (3297), Junior Officer.

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

1. The Chief Executive officer
2. The Additional Managing Director.
3. The DMD (Dev.)
4. The SEVP & CFO.
5. The SVP & Incharge, Claims Dept.
6. The SVP & Incharge, U/W Dept.
7. Master file
8. Office Order file
9. Personal file
1. The EVP (PRT) & Incharge, Cox's Bazar Zone-02.
2. The EVP (PRT) & Incharge, Cox's Bazar Zone-01.
3. The EVP (PRT) & Incharge, Chattogram Zone-06.
4. The EVP (PRT) & Incharge, Cumilla Zone-04.
5. The EVP (PRT) & Incharge, Chattogram Zone-08.

আর্থিক নিরাপত্তার সেতুবন্ধন



December 29, 2024

## Office Order No.:227-2024

For the greater interest of the Company, Mr. Osmanul Haque (0723), SEO, Accounts Dept., Cox's Bazar Full Service Center(0043) is hereby assigned to approve SB and Maturity file of Cox's Bazar Full Fledged Service Centre as per celling as operation incharge.

Mr. Masud Rana (1716), Senior Officer, Underwriting Dept., Cox's Bazar Full Service Center(0043) will assigned to approve SB and Maturity file of Cox's Bazar Full Fledged Service Centre as per celling in addition to his existing duties in absence of Mr. Osmanul Haque, SEO at the station.

Ms. Yeasmin Akter (3297), Junior Officer, Cash Section, Lohagora FPR Centre, Chattogram Zone-08 is hereby assigned to Check and sign Policy schedule (Bima Dalil) as a checking officer sitting at the same premises in addition to his existing duties until further order.

Mr. Md. Sagir Hossain (0903), Executive Officer, U/W Dept., Laksham FPR Centre, Cumilla Zone-04 is hereby assigned to prepare and check Policy schedule (Bima Dalil) sitting at the same premises and sign on it as chacking officer in addition to his existing duties until further order.

**Mahmudur Rahman Talukder**  
Executive Vice President  
HR & ADMIN Department

- Mr. Osmanul Haque (0723), SEO.
- Mr. Md. Sagir Hossain (0903), Executive Officer
- Mr. Masud Rana (1716), Senior Officer.
- Ms. Yeasmin Akter (3297), Junior Officer.

আর্থিক নিরাপত্তার সেতুবন্ধন