November 06, 2019

Office Order No.:320-2019

For the greater interest of the Company, the following employees are hereby transferred as under:

SI.	Name, Desig. & ID No.	Present Dept./Office	Transferred to	Remarks
01	Mr. Anarul Islam (0047), Assistant Vice President	U/W Dept., Gazipur FPR Centre, Dhaka Zone-03	U/W Dept., Netrokona Zonal Office, Urban Bima Division	
02	Mr. Md. Yeasin Jamader (0137), Senior Executive Officer	U/W Dept., Netrokona Zonal Office, Urban Bima Division	U/W Dept., Gazipur FPR Centre, Dhaka Zone-03	

The above employees are advised to report their joining to the Incharge of respective Offices along with release letter from their existing offices by 11-11-2019 with a copy to the Administration Dept., Head Office, Dhaka.

Mahmudur Rahman Talukder Senior Vice President (Admin)

Copy forwarded to: Above Q2 (Two) employees.

C.C. to:

- 1. The Chief Executive Officer for kind information.
- 2. The Deputy Managing Director & Chief Financial Officer.
- 3. The Deputy Managing Director & Company Secretary.
- 4. The SEVP & Incharge, Administration Dept.
- 5. The EVP & Incharge (U/W)
- 6. The JVP & Incharge (I/A)
- 7. Master file
- 8. Office Order file.
- 9. Personal file.

- The AMD (Dev.) & Incharge, Dhaka Corp. Zone-03
- The SEVP (PRT) & PD Urban Bima Division.
- The Incharge, Gazipur FPR Centre.
- The Incharge Netrokona Zonal Office (URB).

November 06, 2019

Office Order No.:320-2019

For the greater interest of the Company, the following employees are hereby transferred as under:

SI.	Name, Desig. & ID No.	Present Dept./Office	Transferred to	Remarks
01	Mr. Anarul Islam (0047), Assistant Vice President	U/W Dept., Gazipur FPR Centre, Dhaka Zone-03	U/W Dept., Netrokona Zonal Office, Urban Bima Division	
02	Mr. Md. Yeasin Jamader (0137), Senior Executive Officer	U/W Dept., Netrokona Zonal Office, Urban Bima Division	U/W Dept., Gazipur FPR Centre, Dhaka Zone-03	

The above employees are advised to report their joining to the Incharge of respective Offices along with release letter from their existing offices by 11-11-2019 with a copy to the Administration Dept., Head Office, Dhaka.

Mahmudur Rahman Talukder Senior Vice President (Admin)

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