ISO 9001:201

January 26, 2025

## Office Order No.:10-2025

Mr. Md. Delower Hossen Shuvo (3310), Junior Officer, Cash Section, Meherpur FPR Center(0258), Jhenaidah Zone is hereby advised to deal with work of Underwriting related works and also assigned to Dev. Admin & IT related works sitting at same premises in addition to his existing duties until further order.

Mahmudur Rahman Talukder

Executive Vice President HR & ADMIN Department

Copy forwarded to:

· Mr. Md. Delower Hossen Shuvo (3310), Junior Officer

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Executive Vice President HR & ADMIN Department

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Mr. Md. Delower Hossen Shuvo (3310), Junior Officer

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

- 1. The Chief Executive officer.
- The Additional Managing Director.
- The DMD (Dev.) & Incharge, Dev. Admin Dept.
- 4. The AMD & Head of IT.
- 5. The SEVP & Chief Financial Officer.
- The SVP & Incharge, U/W Dept. With a request to provide necessary U/W Training to Mr. Md. Delower Hossen Shuvo.
- 7. Master file.
- 8. Personal file.

- 1. The EVP (PRT) & Incharge, Jhenaidah Zone.
- 2. The Incharge, Meherpur FPR Centre.