ISO 9001:2015

February 18, 2025

Office Order No.:32-2025

Mr. Md. Sukur Ali (0644), SEO, Accounts Dept., Bogura Zone is hereby advised to deal with Underwriting related works sitting at same premises in addition to his existing duties until further Order.

Mr. Md. Sukur Ali is hereby also advised to work at Cash Section, at same premises in addition to his existing duties until a cashier join their.

Mahmudur Rahman Talukder Executive Vice President

HR & ADMIN Department

Copy forwarded to:

Mr. Md. Sukur Ali (0644), SEO,

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Mahmudur Rahman Talukder

Executive Vice President HR & ADMIN Department

Copy forwarded to:

Mr. Md. Sukur Ali (0644), SEO,

C.C. to: for kind information:

- The Chief Executive officer
- 2. The Additional Managing Director.
- The SEVP & Chief Financial Officer.
- 4. The SVP & Incharge, U/W & Re Insurance Dept. With a request to provide necessary Training to Mr. sukur Ali.
- 5. Master file
- 6. Office Order file
- 7. Personal file

1. The EVP (PRT) & Incharge, Bogura Zone.