



July 09, 2019

Office Order No.:188-2019

In addition to existing assignment, the following Cashiers are hereby assigned to carry out the additional responsibilities as under:

Sl.	Name, Desig. & Present Office	Additional Responsibilities		
		Proposed Office Name	Schedule	Remarks
01	Mr. Md. Al-Amin (1130), Officer (Cash), Pagla Org. Officer (Narayangonj), Dhaka Zone-16	Cash Section, Shasongaon Org. Office, Dhaka Zone-16	02 (Two) day(s) in a week.	
02	Mr. Alamin Howlader (1881), Assistant Officer (Cash), Madda Sastapur Org. Office, Dhaka Zone-16	Cash Section, Kutubail Org. Office, Dhaka Zone-16	02 (Two) day(s) in a week.	

The working days at above Office, will be settled by the respective Office incharges.

The additional responsibilities of Mr. Md. Al-Amin and Mr. Alamin Howlader shall come into force with immediate effect and remain valid until further order.

TA/DA allowance as per rules of the Company is admissible to Mr. Md. Al-Amin and Mr. Alamin Howlader.

The additional responsibility of Mr. Alamin Howlader (1881), Assistant Officer, Cash Section, Madda Sastapur Org. Office, Dhaka Zone-16 vide Office Order No.:185-2019 dated July 04, 2019 at Cash Section, Chasara Org. Office, Dhaka Zone-16 is hereby cancelled.

Mahmudur Rahman Talukder

Senior Vice President (Admin)

Copy forwarded to: Above 02 (Two) employees.

C.C. to:

1. The Chief Executive officer (C.C) for kind information.
2. The SEVP & Incharge, Administration Dept.
3. The SVP, Finance & Accounts Dept., Head Office.
4. The Incharge (I/A)
5. Office Order file
6. Personal file.
7. Master file.
1. The EVP (PRT) & Incharge, Dhaka Zone-02.
2. The Incharge, respective Offices.

আর্থিক নিরাপত্তার সেতুবন্ধন