July 24, 2019

## Office Order No.: 208-2019

For the greater interest of the Company, Mr. Md. Feruz Alam (0535), Executive Officer, Commission Section, Dhaka Corp. Zone-03 is hereby transferred to Accounts Dept., Dhaka Corp. Zone-03, As Incharge.

Mr. Md. Feruz Alam is advised to report his joining to The Asst. MD (Dev.) & Incharge, Dhaka Corp. Zone-03 by 29-07-2019 with a copy to the Administration Dept., Head Office, Dhaka.

Mr. Md. Bellal Hossain (1973), Junior Officer, IT Dept., Muradpur Service Centrer is hereby advised to sit and work at IT Dept., Keranihat FPR Centre for 02 (Two) day(s) in a week in addition to his existing duties. This order will be effect from July 28, 2019 and valid until Ms. Bilkis Akter join there.

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

TA/DA allowance as per rules of the Company is admissible to Mr. Md. Bellal Hossain.

Mahmudur Rahman Talukder

Senior Vice President Administration Department.

- Mr. Md. Feruz Alam (0535), Executive Officer.
- Mr. Md. Bellal Hossain (1973), Junior Officer.

## C.C. to:

- 1. The Chief Executive officer (C.C) for kind information.
- 2. The SEVP & Incharge, Administration Dept.
- The EVP & Incharge (IT)
- 4. The SVP, Finance & Accounts Dept., Head Office.
- 5. The JSVP & Incharge, Commission Section.
- 6. The JVP & Incharge (I/A).
- 7. Master file.
- 8. Office Order file.
- 9. Personal file.

- The Asst. MD (Dev.) & Incharge, Dhaka Corp. Zone-03.
- The Asst. MD (Dev.) & Incharge, Chattogram Corp. Zone-03
- The EVP (PRT) & Incharge, Chattogram Zone-06.

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Mahmudur Rahman Talukder

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Mr. Md. Feruz Alam (0535), Executive Officer.

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