

**BRB Hospitals Ltd.**  
77/A East Razabazar, West Panthapath,  
Dhaka-1215.

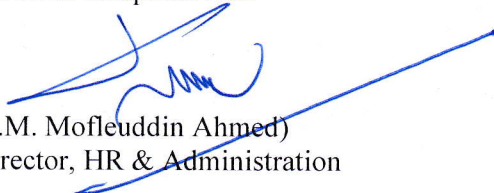
BHL – 05/325

March 18, 2020

**Office Order**

All department heads are requested to collect Employees ID from the Employee, who are working under their department and drop it to Mr. Md. Shamim Hossain, Sr. Executive - HR & Admin (13<sup>th</sup> floor) immediately in order to activate the Employee ID in using for their attendance instead of Finger Print.

For BRB Hospitals Ltd.

  
(S.M. Mofleuddin Ahmed)  
Director, HR & Administration

Copy to:

01. Hon'ble Chairman, for kind information.
02. Hon'ble Managing Director, for kind information.
03. Chief Executive Officer.
04. Director, Medical Services.
05. Deputy Director – Medical services.
06. All Department Head.
07. Office Copy.
08. Master File.