

# Kazi Farms

## Office Circular

Ref: KFG/HW2018/0518

Date: November 19, 2018

Subject: Introduction of new e-mail group named "kfl.all@kazifarms.com"

This is to inform all employees of Kazi Farms Group that a new group email has been opened named kfl.all@kazifarms.com which includes all employees of Kazi Farms. Besides, our main email groups are mentioned below:

| Group email of the entire Group                           |            |  |
|---|------------|--|
| Email ID  | Sender     | Recipient  |
| kfg.all@kazifarms.com                                     | Restricted | For entire Group (Farms, Hatcheries, Feed Mills, Regional Offices, Sales Offices, Transport, Compost Plants, KFIL-Depot & Farctory, KML, Sysnova, Day Care or any other concern under the Group) |
| Group email of all units under the Group                  |            |  |
| Email ID  | Sender     | Recipient  |
| kfl.all@kazifarms.com                                     | Restricted | Only Kazi Farms employees (Except KFIL, KML & Sysnova)   |
| kfil.all@kazifood.com                                     | Open       | Only KFIL employees  |
| kml@deepto.tv   | Restricted | Only KML employees   |
| sysnova.all@sysnova.com                                   | Open       | Only Sysnova employees   |
| Group email of other location/departments under the Group |            |  |
| Email ID  | Sender     | Recipient  |
| kfg.headoffice@kazifarms.com                              | Open       | Only users of Head Office, KFIL- Head Office and Dhanmondi Day Care  |
| kfg.farms@kazifarms.com                                   | Open       | All Farms under Kazi Farms   |
| kfg.hatcheries@kazifarms.com                              | Open       | All Hatcheries under Kazi Farms  |
| kfg.sales@kazifarms.com                                   | Open       | All Sales Offices under Kazi Farms   |
| kfg.gro@kazifarms.com                                     | Open       | All Users & locations under Gazipur Region   |
| kfg.pro@kazifarms.com                                     | Open       | All Users & locations under Panchagorh Region  |
| kfg.rro@kazifarms.com                                     | Open       | All Users & locations under Rangpur Region   |

\*Restricted — Only selected users (Approved by Board) can send email. \* \*Open — Open for everyone.

Director  
Kazi Farms Group

CC:

- Concerned employees •  
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