

# প্রাইম ইসলামী লাইফ ইস্যুরেস লিমিটেড

### Prime Islami Life Insurance Limited

ISO 9001:2015 CERTIFIED

December 09, 2021

### Office Order No.:236-2021

For the greater interest of the Company, Mr. Md. Abul Kalam Azad (2934), Senior Officer, newly Joined at Head Office, Dhaka, is hereby given posting to Cash Section, Khetrobazar Org. Office, Chattogram Zone-11.

Mr. Md. Abul Kalam Azad is advised to report his joining to the Deputy Managing Director (Dev.), Chattogram for training at Agrabad Service Centre by 13-12-2021 with a copy to the HR & Administration Dept., Head Office, Dhaka.

After completion of necessary training he will report his joining to the Incharge, Khetrobazar Org. Office, Chattogram Zone-11 with a copy to the HR & Administration Dept., Head Office, Dhaka.

Mr. Md. Abul Kalam Azad will be entitled to Cash allowance@ Tk.750/-(Seven Hundred Fifty) per month after execution of a surety bond of Tk.5,00,000/-(Five lac).

After joining Mr. Md. Abul Kalam Azad at Khetrobazar Org. Office, the additional responsibility of Mr. Md. Nur Hossen (1699), JO, Cash Section, Rangunia Org. Office, Chattogram Zone-11 vide Office Order No.:221-2021, dated 23-11-2021 at Cash Section, Khetrobazar Org. Office, Chattogram Zone-11 is hereby cancelled.

Mahmudur Rahman Talukder Senior Vice President (HR & ADMIN)

Mr. Md. Abul Kalam Azad (2934), Senior Officer.

Mr. Md. Nur Hossen (1699), Junior Officer.



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Mahmudur Rahman Talukder Senior Vice President (HR & ADMIN)

- Mr. Md. Abul Kalam Azad (2934), Senior Officer.
- Mr. Md. Nur Hossen (1699), Junior Officer.

#### C.C. to: for kind information:

- 1. The Chief Executive officer.
- 2. The DMD (Dev.) & Incharge, Dev. Admin Dept.
- 3. The AMD & Incharge, HR & ADMIN Dept.
- 4. The EVP & Incharge, Finance & Accounts Dept.
- 5. Master file
- 6. Office Order file
- 7. Personal file.

- 1. The DMD (Dev.), Chattogram.
- 2. The EVP (PRT) & Incharge, Chattogram Zone-11.
- 3. The Incharge, Khetrobazar Org. Office.
- 4. The Incharge, Rangunia Org. Office.