



প্রাইম ইসলামী লাইফ ইন্স্যুরেন্স লিমিটেড

برائے اسلامی لائف انشورنس لمیٹیڈ

Prime Islami Life Insurance Limited

ISO 9001 : 2015
CERTIFIED

February 14, 2022

Office Order No.:27-2022



“মুজিববর্ষের অঙ্গীকার
বীমা হোক সবার”

“বীমায় সুরক্ষিত থাকলে
এগিয়ে যাব সবাই মিলে”

For the greater interest of the Company, the Office Order No.:25-2022, dated February 10, 2022 is hereby partially revised and the following employee is hereby transferred as under:

SI	Name & Desig. Present Dept./Office	Transferred Dept./Office (According to previous Order)	Transferred to
01	Mr. Rezaur Rahman Bhuiyan (2946), Officer	Accounts Dept., Hathazari Full Fledged SC	Cash Section, Agrabad SC
02	Ms. Laiju Akther (2393), Junior Officer	IT Dept., Agrabad SC	Cash Section, Agrabad SC

Mr. Rezaur Rahman Bhuiyan, shall handover the overall charges to Mr. Shahabuddin Al- Mamun (0109), Assistant Manager, Accounts Dept., Hathazari Full Fledged Service Centre as per previous Office Order No: 25-2022 dated February 10, 2022.

The above employees are advised to report their joining to the Incharge, Accounts Dept., Agrabad Service Centre along with Stationary Items allotted to them and release letter from their existing offices by 17-02-2022 with a copy to the HR & Administration Dept., Head Office, Dhaka.

Ms. Laiju Akther 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) and the Cash allowance @ Tk.750/- of Mr. Rezaur Rahman Bhuiyan is hereby withdrawn.

Mahmudur Rahman Talukder
Senior Vice President
HR & ADMIN Dept.

Copy forwarded to: Above 02 (Two) employees.

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আর্থিক নিরাপত্তার সেতুবন্ধন

প্রধান কার্যালয় : গাউছে পাক ভবন (১৪ তলা), ২৮/জি/১ টয়েনবী সার্কুলার রোড, মতিঝিল বা/এ, ঢাকা-১০০০, ফোন : ৪১০৭০১৮০-৮৩
ফ্যাক্স : ৮৮-০২-৪১০৭০১৭৯, ই-মেইল : pilil@primeislamiflife.com, pililbd@gmail.com, web : www.primeislamiflife.com



প্রাইম ইসলামী লাইফ ইন্স্যুরেন্স লিমিটেড

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Mahmudur Rahman Talukder
Senior Vice President
HR & ADMIN Dept.

Copy forwarded to: Above 02 (Two) employees.

C.C. to: for kind information:

1. The Chief Executive Officer.
2. The DMD (Dev.) Chattogram, Rajshahi, Bagmara.
3. The AMD & CS, Head of HR & ADMIN.
4. The EVP & Incharge, Finance & Accounts Dept.
5. Mr. Md. Abul Kalam Azad (0122) AVP, Accounts Dept., Agrabad SC.
6. Master file.
7. Office Order file.
8. Personal file.

আর্থিক নিরাপত্তার সেতুবন্ধন

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ফ্যাক্স : ৮৮-০২-৪১০৭০১৭৯, ই-মেইল : pilil@primeislamilife.com, pililbd@gmail.com, web : www.primeislamilife.com