



প্রাইম ইসলামী লাইফ ইন্স্যুরেন্স লিমিটেড
برائے اسلامی لائف انشورنس لمیٹیڈ
Prime Islami Life Insurance Limited

ISO 9001 : 2015
CERTIFIED

March 10, 2022



Office Order No.:46-2022

“বীমায় সুরক্ষিত থাকলে
এগিয়ে যাব সবাই মিলে”

For the greater interest of the Company, Mr. Shahabuddin Al-Mamun (0109), Assistant Manager, Accounts Dept., Hathazari Full Fledged Service Centre, Chattogram Zone-12 is hereby transferred to Accounts Dept., Courtbazar FPR Centre, Cox's Bazar Zone-04.

Mr. Shahabuddin Al-Mamun shall handover the overall charges to Mr. Md. Saifuddin (2955), Senior Executive Officer, Finance & Accounts Department, Hathazari Full Fledged Service Centre, Chattogram Zone-12.

Mr. Shahabuddin Al-Mamun is advised to report his joining to the Incharge of Courtbazar FPR Centre, Cox's Bazar Zone-04 along with Stationary Items allotted to him and release letter from his existing office by 15-03-2022 with a copy to the HR & Administration Dept., Head Office, Dhaka.

After joining Mr. Shahabuddin Al-Mamun at Courtbazar FPR Centre is hereby advised to deal with work of Underwriting Dept., at same premises in addition to his existing duties until further order.

The additional responsibility of Mr. Shahabuddin Al-Mamun vide Office Order No.:158-2021, dated 12-09-2021 is hereby cancelled.

Mahmudur Rahman Talukder
Senior Vice President
HR & ADMIN Department

• Mr. Shahabuddin Al-Mamun (0109), Assistant Manager.

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@primeislamilife.com, pililbd@gmail.com, web : www.primeislamilife.com



প্রাইম ইসলামী লাইফ ইন্স্যুরেন্স লিমিটেড

برائے اسلامی لائف انشورنس لمیٹیڈ

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“মুজিববর্ষের অঙ্গীকার
বীমা হোক সবায়”

Office Order No.:46-2022

“বীমায় সুরক্ষিত থাকলে
এগিয়ে যাব সবাই মিলে”

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Mahmudur Rahman Talukder

Senior Vice President
HR & ADMIN Department

- Mr. Shahabuddin Al-Mamun (0109), Assistant Manager.

C.C. to: for kind information:

1. The Chief Executive officer.
2. The DMD (Dev.) & Incharge, Dev. Admin Dept.
3. The AMD & Head of HR & ADMIN.
4. The EVP & Incharge, Finance & Accounts Dept.
5. The SVP & Incharge, Underwriting & reinsurance Dept. with a request to arrange necessary training for Mr. Shahabuddin Al-Mamun.
6. Master file
7. Office Order file
8. Personal file
1. The AMD (Dev.) & Incharge, Chattogram Corp. Zone-03.
2. The EVP (PRT) & Incharge, Chattogram Zone-12.
3. The J EVP (PRT) & Incharge, Cox's Bazar Zone-04.

আর্থিক নিরাপত্তার সেতুবন্ধন

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