



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

ISO 9001 : 2015
CERTIFIED

April 06, 2022

“বীমায় সুরক্ষিত থাকলে
এগিয়ে যাব সবাই মিলে”

Office Order No.:67-2022

For the greater interest of the Company, Mr. Abdul Mannan (2697), Officer, IT Dept, Satkania FPR Centre, Chattogram Zone-11 is hereby transferred to Cash Section, Kadomtoli Org. Office, Dhaka Zone-07.

Mr. Abdul Mannan is advised to report his joining to the Incharge of Kadomtoli Org. Office, Dhaka Zone-07 along with Stationary Items allotted to him and release letter from his existing office by 12-04-2022 with a copy to the HR & Administration Dept., Head Office, Dhaka.

The additional responsibility of Mr. Abdul Mannan vide Office Order No.:67-2020, dated 25-03-2020 at U/W Dept., Satkania FPR Centre, Chattogram Zone-11 is hereby cancelled.

Mr. Abdul Mannan will be entitled to Cash allowance@ Tk.750/-(Six Hundred Fifty) per month after execution of a surety bond of Tk.5,00,000/-(Five lac).

Mr. Md. Amran (2671), Junior Officer, Cash Section, Satkania FPR Centre, Chattogram Zone-11 is hereby advised to deal with work of U/W Dept., at same premises in addition to his existing duties until further Order.

Mahmudur Rahman Talukder

Senior Vice President

HR & ADMIN Department

- Mr. Mr. Abdul Mannan (2697), Officer.
- Mr. Md. Amran (2671), Junior Officer.

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



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Mahmudur Rahman Talukder
Senior Vice President
HR & ADMIN Department

- Mr. Mr. Abdul Mannan (2697), Officer.
- Mr. Md. Amran (2671), Junior Officer.

C.C. to: for kind information:

1. The Chief Executive officer.
2. The DMD (Dev.) & Incharge, Dev. Admin Dept.
3. The DMD (Dev.) Chattogram, Rajshahi, Bagmara.
4. The AMD & Head of HR & ADMIN.
5. The SEVP & Chief Financial Officer.
6. The EVP & Incharge, IT Dept.
7. The SVP & Incharge, U/W & Reinsurance Dept. with a request to arrange necessary U/W training for Mr. Md. Amran
8. Master file
9. Office Order file
10. Personal file
1. The SEVP (PRT) & Incharge, Chattogram Corp. Zone-01.
2. The EVP (PRT) & Incharge, Chattogram Zone-11.
3. The Incharge, Respective Offices.

আর্থিক নিরাপত্তার সেতুবন্ধন

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