



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

ISO 9001:2015  
CERTIFIED

June 12, 2022

“Bimay surokkhito thakole  
egiya zabo sobai mile”

## Office Order No.:102-2022

Mr. Md. Asraf Ali (2727), Junior Officer, Claims Dept., Mirsarai Full Fledged Service Centre is hereby transferred to Cash Section, Fatikchhari Org. Office, Chattogram Zone-12.

Mr. Md. Asraf Ali is advised to report his joining to the Incharge, Fatikchhari Org. Office, Chattogram Zone-12 along with Stationary Items allotted to him and release letter from his existing office by 15-06-2022 with a copy to the HR & Administration Dept., Head Office, Dhaka.

Mr. Md. Asraf Ali 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).

Mr. Mohammad Hossen (2938), Junior Office, IT Dept., Pekua Full Fledged Service Centre, Cox's Bazar Zone-03 is hereby advised to sit and work at Cash Section, Dhurang Bazar Org. Office, Chattogram Zone-06 for 02 (Two) day(s) in a week in addition to his existing duties until further order.

The working days at above Office, will be settled by the respective Office Incharges.

TA/DA allowance as per rules of the Company is admissible to Mr. Mohammad Hossen.

The additional responsibility of Ms. Lipy Das (2352), Junior Office, Cash Section, Cornel Hat Org. Office, Chattogram Zone-12 vide Office Order No.:86-2022, dated 18-05-2022 at Cash Section, Fatickchori Org. Office, Chattogram Zone-12 is hereby cancelled.

  
**Mahmudur Rahman Talukder**  
Senior Vice President (HR & ADMIN)

- Mr. Md. Asraf Ali (2727), Junior Officer.
- Mr. Mohammad Hossen (2938), Junior Office.
- Ms. Lipy Das (2352), Junior Office.

আর্থিক নিরাপত্তার সেতুবন্ধন



# প্রাইম ইসলামী লাইফ ইন্স্যুরেন্স লিমিটেড

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

1. The Chief Executive officer.
2. The Deputy Managing Director (Operation).
3. The DMD (Dev.) & Incharge, Dev. Admin Dept.
4. The DMD (Dev.), Chattogram, Rajshahi, Bagmara Corp. Zone.
5. The AMD & Incharge, HR & ADMIN Dept.
6. The SEVP & Chief Financial Officer. (With a request to allow him IT access at Dhurang Bazar Org. Office).
7. The EVP & Incharge, IT Dept. (With a request to allow him IT access at Dhurang Bazar Org. Office).
8. Master file.
9. Office Order file.
10. Personal file.
1. The AMD (Dev.) & Incharge, Chattogram Corp. Zone-03.
2. The EVP (PRT) & Incharge, Chattogram Zone-04.
3. The EVP (PRT) & Incharge, Chattogram Zone-12.
4. The EVP (PRT) & Incharge, Cox's Bazar Zone-03.
5. The Incharge Respective Offices.

আর্থিক নিরাপত্তার সেতুবন্ধন