Prime Islami Life Insurance Limited

150 9001 : 2015 CERTIFIED

July 06, 2022

"Bimay surokkhito thakole egiya zabo sobai mile"

Office Order No.:121-2022

For the greater interest of the Company, Mr. Md. Abdul Ahad (1996), Junior Officer, Underwriting Dept., Sylhet FPR Centre, Sylhet Corp. Zone is hereby transferred to Cash Section, Sylhet FPR Centre, Sylhet Corp. Zone.

Mr. Md. Abdul Ahad is advised to report his joining to the Incharge, Sylhet FPR Centre, Sylhet Corp. Zone by 13-07-2022 with a copy to the HR & Administration Dept., Head Office, Dhaka.

After Joining Mr. Md. Abdul Ahad at Cash Section, Sylhet FPR Centre, Sylhet Corp. Zone is hereby advised to deal with work of U/W Dept., at same premises in addition to his existing duties until further order.

Mr. Md. Abdul Ahad 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).

Kazi Abul Manjur

Assistant Managing Director &

Head of HR & ADMIN Copy forwarded to:

Mr. Md. Abdul Ahad (1996), Junior Officer.

ISO 9001 : 2015 CERTIFIED

July 06, 2022

"Bimay surokkhito thakole egiya zabo sobai mile"

Office Order No.:121-2022

For the greater interest of the Company, Mr. Md. Abdul Ahad (1996), Junior Officer, Underwriting Dept., Sylhet FPR Centre, Sylhet Corp. Zone is hereby transferred to Cash Section, Sylhet FPR Centre, Sylhet Corp. Zone.

Mr. Md. Abdul Ahad is advised to report his joining to the Incharge, Sylhet FPR Centre, Sylhet Corp. Zone by 13-07-2022 with a copy to the HR & Administration Dept., Head Office, Dhaka.

After Joining Mr. Md. Abdul Ahad at Cash Section, Sylhet FPR Centre, Sylhet Corp. Zone is hereby advised to deal with work of U/W Dept., at same premises in addition to his existing duties until further order.

Mr. Md. Abdul Ahad 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).

Kazi Abul Manjur

Assistant Managing Director &

Head of HR & ADMIN

Copy forwarded to:

Mr. Md. Abdul Ahad (1996), Junior Officer.

C.C. to: for kind information:

- 1. The Chief Executive officer.
- The Deputy Managing Director (Operation).
- The DMD (Dev.) & Incharge, Dev. Admin Dept.
- The SEVP & Chief Financial Officer.
- The SVP & Incharge, Underwriting & Reinsurance Dept.
- 6. Master file
- Office Order file
- 8. Personal file

- The AMD (Dev.) & Incharge, Sylhet Corp. Zone.
- The JEVP (PRT) & Incharge, Sylhet FPR Centre.