



প্রাইম ইসলামী লাইফ ইন্স্যুরেন্স লিমিটেড  
برائٹم اسلامى لائف انشورنس لمیٹیٹ  
Prime Islami Life Insurance Limited

ISO 9001:2015  
CERTIFIED

September 28, 2022

“বীমায় সুরক্ষিত থাকলে  
এগিয়ে যাব সবাই মিলে”

## Office Order No.:172-2022

For the greater interest of the Company, Mr. Md. Iftay Khayrul Alam (0649), Senior Officer, Cash Section, Naria Org. Office, Dhaka Zone-18 is hereby transferred to Cash Section, Ghorisar Org. Office, Dhaka Corp. Zone-01.

Mr. Md. Iftay Khayrul Alam is advised to report his joining to the Incharge, Ghorisar Org. Office, Dhaka Corp. Zone-01 along with Stationary Items allotted to him by 03-10-2022 with a copy to the HR & Administration Dept., Head Office, Dhaka.

After joining at Ghorisar Org. Office, Dhaka Zone-01 Mr. Md. Iftay Khayrul Alam is hereby given advised to sit and work at Cash Section, Naria Org. Office, Dhaka Zone-18 for 02 (Two) day(s) in a week in addition to his existing duties until further order.

The additional responsibility of Mr. Md. Iftay Khayrul Alam vide Office Order No.:244-2020, dated 29-11-2020 at Cash Section, Ghorisar Org. Office, Dhaka Zone-01 is hereby cancelled.

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

Copy forwarded to:

- Mr. Md. Iftay Khayrul Alam (0649), Senior Officer

আর্থিক নিরাপত্তার সেতুবন্ধন



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**C.C. to:** for kind information:

- The Chief Executive officer.
- The Deputy Managing Director (Operation).
- The DMD (Dev.) & Incharge, Dev Admin Dept.
- The AMD & Head of HR & ADMIN.
- The SEVP & Chief Financial Officer.
- The EVP & Incharge, IT Dept. (With a request to allow him IT access at Naria Org. Office)
- The DVP & Incharge, City Service Centre.
- K. M. Monower Hossain (1276), AVP, Finance & Accounts Department of City Service Centre, Dhaka.
- Master file.
- Office Order file.
- Personal file.
- The AMD (Dev.) & Incharge, Dhaka Corp. Zone-01.
- The EVP (PRT) & Incharge, Dhaka Zone-18.
- The Incharge, respective Offices.

আর্থিক নিরাপত্তার সেতুবন্ধন