



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

ISO 9001 : 2015
CERTIFIED

November 13, 2022

“বীমায় সুরক্ষিত থাকলে
এগিয়ে যাব সবাই মিলে”

Office Order No.:215-2022

All concerned are hereby informed that policy Dalil (Akok) of all offices under Banshkhali FPR Centre i.e. Banshkhali, Satkania, Gunagari, Chanpur, Anowara will be issued from Banshkhali FPR Centre, Chattogram Zone-11 from now on.

The SVP & Incharge, policy servicing & Claims Dept., Head Office, Dhaka shall monitor the policy Dalil issuing process of Banshkhali FPR Centre, Cox's Bazar Zone-01 time to time.

All concerned are hereby advised to take above services from Banshkhali FPR Centre.

The policy Dalil issuing process will be come into force with immediate effect.

Mr. Mohammed Badrul Kamal (2717), Senior Officer, Underwriting Dept., Banshkhali FPR Centre, Chattogram Zone-11 is hereby authorized to counter sign the policy Schedule (Bima Dalil) Akok & DPS as an authorized officer and he is also assigned to deal with overall Bima Dalil issuing process sitting at same premises in addition to his existing duties.

Mr. Md. Moinuddin (2324), Junior Officer (Cash), Accounts Dept., Banshkhali FPR Centre, Chattogram Zone-11 is hereby assigned to prepare/issue Policy schedule (Bima Dalil) at the same premises in addition to his existing duties.

The additional responsibilities of Mr. Mohammed Badrul Kamal and Mr. Md. Moinuddin shall come into force with immediate effect and remain valid until further order.

Mr. Mohammed Badrul Kamal and Mr. Md. Moinuddin are also advised to take necessary training on policy Dalil Issuing process at Chattogram Divisional Office, Service Centre, Chattogram as schedule suggested by the Incharge, Chattogram Divisional Office.

Mahmudur Rahman Talukder
Senior Vice President (HR & ADMIN)

- Mr. Mohammed Badrul Kamal (2717), Senior Officer.
- Mr. Md. Moinuddin (2324), Junior Officer.

আর্থিক নিরাপত্তার সেতুবন্ধন



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- Mr. Md. Moinuddin (2324), Junior Officer.

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 & CFO.
7. The SVP & Incharge, Policy Servicing & Claims Dept.
8. The SVP & Incharge, U/W & reinsurance Dept.
9. The AVP & Incharge, Chattogram Divisional Office.
10. Master file
11. Office Order file
12. Personal file.
1. The EVP (PRT) & Incharge, Chattogram Zone-11.
2. The Incharge, Banshkhali FPR Centre.
3. The Incharge, Respective Offices.

আর্থিক নিরাপত্তার সেতুবন্ধন

প্রধান কার্যালয় : গাউছে পাক ভবন (১৪ তলা) ২৮/জি/১ টয়েনবী সার্কুলার রোড, মতিঝিল বা/এ, ঢাকা-১০০০, ফোন : ৪১০৭০১৮০-৮৩

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