Prime Islami Life Insurance Limited

ISO 9001:2015 CERTIFIED

April 18, 2023

"আমার জীবন আমার সম্পদ বীমা করলে থাকবে নিরাপদ"

Office Order No.:63-2023

For the greater interest of the Company, Mr. Md. Azadul Islam (2210), Junior Officer, Cash Section, Polli Bidut FPR Centre (0538), is hereby advised to work at U/W Dept., sitting at same premises in addition to his existing duties until further Order.

Mr. Md. Azadul Islam is advised to take necessary Underwriting training from Underwriting Dept., Head Office, Dhaka.

Mahmudur Rahman Talukder Senior Vice President (HR & Admin)

Copy forwarded to:

. Mr. Md. Azadul Islam (2210), Junior Officer

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Mahmudur Rahman Talukder Senior Vice President (HR & Admin)

Copy forwarded to:

Mr. Md. Azadul Islam (2210), Junior Officer

C.C. to: for kind information:

- The Chief Executive officer
- The Deputy Managing Director (Operation).
- 3. The DMD (Dev.) & Incharge, Dev Admin Dept.
- The DMD (Dev.) & Incharge, Chattogram Corp. Zone-03, Khulna Corp. Zone & Dhaka Zone-16.
- 5. The SEVP & Chief Financial Officer.
- The SVP & Incharge, Underwriting & reinsurance Dept. with a request to arrange necessary U/W training for Mr. Md. Azadul Islam.
- 7. Master file
- 8. Office Order file
- Personal file

- The EVP (PRT) & Incharge, Manikgonj FPR Centre.
- 2. The Incharge, Polli Bidut FPR Centre.