



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

ISO 9001:2015  
CERTIFIED

May 10, 2023

“আমার জীবন আমার সম্পদ  
বীমা করলে থাকবে নিরাপদ”

## Office Order No.:73-2023

Ms. Mahfuza Akter Minu (1092), Senior Officer, Cash Section, Madanpur Org. Office, Dhaka Corp. Zone-07 is hereby advised to sit and work at Cash Section, Langolbandh Org. Office, Dhaka Corp. Zone-07 for 03 (Three) day(s) in a week in addition to her existing duties until further order.

Only conveyance allowance as per rules of the Company is admissible to Ms. Mahfuza Akter Minu.

The additional responsibility of Ms. Mahfuza Akter Minu shall come into force with immediate effect and shall remain valid until further order.

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

Copy forwarded to:

- Ms. Mahfuza Akter Minu (1092), Senior Officer.

আর্থিক নিরাপত্তার সেতুবন্ধন



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Senior Vice President (HR & Admin)

Copy forwarded to:

- Ms. Mahfuza Akter Minu (1092), Senior Officer.

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

- The Chief Executive officer
- The Deputy Managing Director (Operation).
- The DMD (Dev.) & Incharge, Dev Admin Dept.
- The SEVP & Chief Financial Officer.
- Master file
- Office Order file
- Personal file
- The SEVP (PRT) & Incharge, Dhaka Corp. Zone-07.
- The Incharge, Langolbandh Org. Office.
- The Incharge, Madanpur Org. Office.

আর্থিক নিরাপত্তার সেতুবন্ধন