



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

ISO 9001 : 2015  
CERTIFIED

July 19, 2023

“আমার জীবন আমার সম্পদ  
বীমা করলে থাকবে নিরাপদ”

## Office Order No.:126-2023

For the greater interest of the Company, the Office Order No.:125-2023, dated July 18, 2023 is hereby partially revised as under:

| SI | Name & Desig.Present Dept./Office                  | Transferred Dept./Office<br>(According to Office Order No.125-2023) | Transferred to                                      |
|----|--|---|---|
| 01 | Mr. Md. Masud Rana<br>(1369), Executive<br>Officer | Cash Section<br>Demra Org. Office,<br>Dhaka Zone-15                 | Dev. Admin Dept.,<br>Dhaka Corp. Zone-07            |
| 02 | Ms. Rashma Akter<br>(2388), Junior Officer         | Cash Section,<br>Dholaipar Org. Office,<br>Dhaka Zone-14            | Cash Section<br>Demra Org. Office,<br>Dhaka Zone-15 |

Ms. Rashma Akter shall handover the overall charges to K. M. Monower Hossain (1276), Assistant Vice President, Accounts Dept., City Service Centre, Dhaka as per previous Office Order No: 125-2023 dated July 18, 2023.

Ms. Rashma Akter is advised to report her joining to SEVP (PRT) & Incharge, Dhaka Corp. Zone-07 along with Stationary Items allotted to him and release letter from his existing office by 23-07-2023 with a copy to the HR & Administration Dept., Head Office, Dhaka.

Mr. Md. Masud Rana will be entitled to Cash allowance@ Tk.750/- (Seven Hundred Fifty) per month.

**Mahmudur Rahman Talukder**  
Senior Vice President  
HR & ADMIN Department

- Copy forwarded to: Above 02 (Two) employees.

আর্থিক নিরাপত্তার সেতুবন্ধন



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Senior Vice President  
HR & ADMIN Department

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**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 SEVP & Chief Financial Officer.
5. The DVP & Operation Incharge, City Service Centre.
6. Mr. K. M. Monower Hossain (1276), AVP, F/A. Dept., City Service Centre.
7. Master file
8. Office Order file.
9. Personal file.
1. The SEVP (PRT) & Incharge, Dhaka Corp. Zone-07
2. The SEVP (PRT) & Incharge, Dhaka Corp. Zone-01.
3. The EVP (PRT) & Incharge, Dhaka Zone-14.
4. The EVP (PRT) & Incharge, Dhaka Zone-15.
5. The Incharge, Respective Offices.

আর্থিক নিরাপত্তার সেতুবন্ধন