ISO 9001:2015 CERTIFIED

October 04, 2023

## Office Order No.:182-2023

"আমার জীবন আমার সম্পদ বীমা করলে থাকবে নিরাপদ"

For the greater interest of the Company, Mr. Mohammed Abdul Mabud (2930), Junior Office, Teknaf Org. Office(1243), Cox's Bazar Zone-01 is hereby advised to sit and work at Cash Section, Shamlapur org. Office(0576), Cox's Bazar Zone-01 for 02 (Two) day(s) in a week in addition to his existing duties until further order.

TA/DA as per rules of the Company is admissible to Mr. Mohammed Abdul Mabud in this regard.

The additional responsibility of Mr. Jahangir Hossain (1459), Officer, Cash Section, Nila Org. Office(0146), Cox's Bazar Zone-01 vide Office Order No.:158-2022, dated 13-09-2022 at Cash Section, Shamlapur org. Office, Cox's Bazar Zone-01 is hereby cancelled.

Mahmudur Rahman Talukder

Executive Vice President HR & ADMIN Department

Copy forwarded to:

Mr. Jahangir Hossain (1459), Officer.

Mr. Mohammed Abdul Mabud (2930), Junior Office.

## Prime Islami Life Insurance Limited

ISO 9001:2015 CERTIFIED

October 04, 2023

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Mahmudur Rahman Talukder

Executive Vice President HR & ADMIN Department

Copy forwarded to:

Mr. Jahangir Hossain (1459), Officer.

Mr. Mohammed Abdul Mabud (2930), Junior Office.

## C.C. to: for kind information:

- The Chief Executive officer
- The Deputy Managing Director (Operation).
- The DMD (Dev.) & Incharge, Dev Admin Dept.
- 4. The DMD (Dev.)
- 5. The SEVP & Chief Financial Officer.
- Master file
- 7. Office Order file
- Personal file

- 1. The EVP (PRT) & Incharge, Cox's Bazar Zone-01
- 2. The Incharge, respective Offices.