



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

ISO 9001:2015
CERTIFIED

November 13, 2023

“আমার জীবন আমার সম্পদ
বীমা করলে থাকবে নিরাপদ”

Office Order No.:219-2023

The transfer of Mr. Ms. Sultana Razia (2855), Office Assistant, Policy Servicing Dept., Bhandaria FPR Center, Barishal Zone-03 vide Office Order No.:209-2023, dated November 02, 2023 at Policy Servicing Dept., as Docket Keeper at Konabari Full Fledged Service Centre, Tangail Zone-01 is hereby adjourned & she will stay at her existing office.

Mohammad Sayad Ahammad (2342), Junior Office, Cash Section, Bhatiary Organization Office(0622), Chattogram Zone-04 (Mirsarai) is hereby advised to sit and work at Cash Section, Baroiyer Hat Organizational Office(0211), Chattogram Zone-04 (Mirsarai) for 03 (Three) day(s) in a week in addition to her existing duties until further order.

TA/DA as per rules of the Company is admissible to Mohammad Sayad Ahammad in this regard.

The additional responsibility of Mohammad Sayad Ahammad shall come into force with immediate effect and shall remain valid until further order.

Mahmudur Rahman Talukder

Executive Vice President
HR & ADMIN Department

Copy forwarded to:

- Mohammad Sayad Ahammad (2342), Junior Office.
- Ms. Sultana Razia (2855), Office Assistant.

আর্থিক নিরাপত্তার সেতুবন্ধন



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- Ms. Sultana Razia (2855), Office Assistant.

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. Master file
6. Office Order file
7. Personal file
1. AMD (Dev.) & Incharge, Chattogram Corp. Zone-01.
2. The EVP (PRT) & Incharge, Chattogram Zone-04.
3. The EVP (PRT) & Incharge, Barishal Zone-03
4. The EVP (PRT) & Incharge, Tangail Zone-01.
5. The Incharge, Bhandaria FPR Centre.

আর্থিক নিরাপত্তার সেতুবন্ধন