



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

ISO 9001:2015
CERTIFIED

January 22, 2024

“আমার জীবন আমার সম্পদ
বীমা করলে থাকবে নিরাপদ”

Office Order No.:08-2024

For the greater interest of the Company, Mr. Mohammed Lutful Quadir (1543), Executive Officer, Finance & Accounts Dept., Head office is hereby transferred to Establishment Dept., Head Office, Dhaka. He is hereby assigned to look after the overall activities of central store under establishment Dept., at 3rd floor, Head Office, Dhaka.

Mr. Mohammed Lutful Quadir shall handover his overall charges along with Papers/Documents and her Computer (if any) to the SEVP & CFO Head Office, Dhaka.

Mr. Mohammed Lutful Quadir is advised to report his joining to the Vice President & Incharge, Establishment Dept., Head Office, Dhaka along with Stationary Items allotted to him and release letter from his existing Department immediately with a copy to the HR & Administration Dept., Head Office, Dhaka.

Mahmudur Rahman Talukder

Executive Vice President
HR & ADMIN Department

Copy forwarded to:

- Mr. Mohammed Lutful Quadir (1543), Executive Officer.

আর্থিক নিরাপত্তার সেতুবন্ধন



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Mahmudur Rahman Talukder
Executive Vice President
HR & ADMIN Department

Copy forwarded to:

- Mr. Mohammed Lutful Quadir (1543), Executive Officer.

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 VP & Incharge, Establishment Dept.
6. Master file
7. Office Order file
8. Personal file

আর্থিক নিরাপত্তার সেতুবন্ধন