



প্রাইম ইসলামী লাইফ ইন্স্যুরেন্স লিমিটেড

برائے اسلامی لائف انشورنس لمیٹید

Prime Islami Life Insurance Limited

ISO 9001:2015
CERTIFIED

February 14, 2023

“করবো বীমা, গড়বো দেশ
স্মার্ট হবে বাংলাদেশ”

Office Order No.:24-2024

In addition to existing assignment, the following employees are hereby assigned to carry out the additional responsibilities as under:

Sl.	Name, Desig. & Present Office	Additional Responsibilities		
		Proposed Office Name	Schedule	Remarks
01	Mr. Md. Iftekhar Hossain (2807), Executive Officer, U/W Dept., Sreerampur FPR Center(0355), Narsingdi Zone.	Cash Section, Narshingdi Zone Office (0012).	02 (Two) day(s) in a week.	
02	Mr. Md. Rasel Hossain Munsif (1839), Junioa Officer, Pagla Bazar FPR Centre(0125), Dhaka Zone-16	Cash Section, Kutubail Org, Office, Dhaka Zone-16	01 (One) day in a week.	

The working days at above Office, will be settled by the respective Office incharges.

The additional responsibilities of Mr. Md. Iftekhar Hossain and Mr. Md. Rasel Hossain Munsif shall come into force with immediate effect and remain valid until further order.

TA/DA allowance as per rules of the Company is admissible to Mr. Md. Iftekhar Hossain and Mr. Md. Rasel Hossain Munsif.

The additional responsibility of Ms. Nilufa Akter (3012), Cash Section, Narshingdi Org. Office(0229), Dhaka Zone-16 vide Office Order No.:109-2023, dated 20-06-2023 at Cash Section, Narshingdi Zone Office(0012) and the additional responsibility of Ms. Halima (1869), Cash Section, Panchabati Org. Office, Dhaka Zone-13 vide Office Order No.:31-2023, dated 14-03-2023 are hereby cancelled.


Mahmudur Rahman Talukder

Executive Vice President
HR & ADMIN Department

Copy forwarded to: Above 04 (Four) employees.



আর্থিক নিরাপত্তার সেতুবন্ধন



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Mahmudur Rahman Talukder
Executive 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 DMD (Dev.)
5. The SEVP & CFO.I
6. Master file.
7. Personal file.
1. The SEVP (PRT) Incharge, Dhaka Corp. Zone-01
2. The EVP (PRT) & Incharge, Dhaka Zone-16.
3. The EVP (PRT) & Incharge, Narshingdi Zone.
4. The Incharge, respective offices.

আর্থিক নিরাপত্তার সেতুবন্ধন