



প্রাইম ইসলামী লাইফ ইন্স্যুরেন্স লিমিটেড

برائے اسلامى لائف انشورنس لمیٹید

Prime Islami Life Insurance Limited

ISO 9001:2015
CERTIFIED

March 05, 2024

“করবো বীমা, গড়বো দেশ
স্মার্ট হবে বাংলাদেশ”

Office Order No.:36-2024

For the greater interest of the Company, Mr. Abdul Halim (3144), Junior Officer, Cash Section, Bhadail D. EPZ Organization Office(0624), Dhaka Zone-08 is hereby transferred to Underwriting Dept., Manikgonj FPR Centre, Dhaka Zone-08.

Mr. Abdul Halim shall handover the overall charges to K. M. Monower Hossain (1276), Assistant Vice President, Accounts Dept., City Service Centre, Dhaka.

Mr. Abdul Halim is advised to report his joining to the Incharge, Manikgonj FPR Centre, Dhaka Zone-08 along with Stationary Items allotted to him and release letter with photocopy of attendance register of his last attendance from his existing office by 10-03-2024 with a copy to the HR & Administration Dept., Head Office, Dhaka.

Cash allowance of Mr. Abdul Halim @Tk.750/- is hereby withdrawn.

Mahmudur Rahman Talukder
Executive Vice President
HR & ADMIN Department

Copy forwarded to:

- Mr. Abdul Halim (3144), Junior Officer.

আর্থিক নিরাপত্তার সেতুবন্ধন



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Mahmudur Rahman Talukder
Executive Vice President
HR & ADMIN Department

Copy forwarded to:

- Mr. Abdul Halim (3144), Junior Officer.

C.C. to: for kind information:

- The Chief Executive officer.
- The Deputy Managing Director (Operation).
- The DMD (Dev.) & Incharge, Dev. Admin Dept.
- The SEVP & CFO.
- The SVP & Incharge, Underwriting & Re Insurance Dept.
With a request to provide necessary Training to Mr. Abdul Halim.
- The DVP & Operation Incharge, City Service Centre.
- K. M. Monower Hossain (1276), AVP, Accounts Dept., City Service Centre, Dhaka.
- Master file.
- Office Order file.
- Personal file.
- The SEVP (PRT) & Incharge, Dhaka Corp. Zone-03.
- The EVP (PRT) & Incharge, Dhaka Zone-08.
- The Incharge, Manikgonj FPR Centre, Dhaka Zone-08.
- The Incharge, Respective Offices.

আর্থিক নিরাপত্তার সেতুবন্ধন