



প্রাইম ইসলামী লাইফ ইন্স্যুরেন্স লিমিটেড

برائٹم اسلامى لائف انشورنس لمیٹید
Prime Islami Life Insurance Limited

ISO 9001:2015
CERTIFIED

April 23, 2024

“করবো বীমা, গড়বো দেশ
স্মার্ট হবে বাংলাদেশ”

Office Order No.:76-2024

Ms. Sufia Akter (3005), Junior Office, Cash Section, Kalamakanda Org. Office (5034), Netrokona Zone is hereby advised to sit and work at Cash Section, Durgapur Organization Office(5043), Netrokona Zone for 02 (Two) 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 Ms. Sufia Akter in this regard.

The additional responsibility of Ms. Sufia Akter 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:

- Ms. Sufia Akter (3005), Junior Office

আর্থিক নিরাপত্তার সেতুবন্ধন



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

ISO 9001:2015
CERTIFIED

April 23, 2024

“করবো বীমা, গড়বো দেশ
স্মার্ট হবে বাংলাদেশ”

Office Order No.:76-2024

Ms. Sufia Akter (3005), Junior Office, Cash Section, Kalamakanda Org. Office (5034), Netrokona Zone is hereby advised to sit and work at Cash Section, Durgapur Organization Office(5043), Netrokona Zone for 02 (Two) 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 Ms. Sufia Akter in this regard.

The additional responsibility of Ms. Sufia Akter 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:

- Ms. Sufia Akter (3005), Junior Office

C.C. to: for kind information:

- The Chief Executive officer
- The Deputy Managing Director (Operation).
- The DMD (Dev.) & Incharge, Dev Admin Dept.
- The SEVP & Chief Financial Officer.
- Master file
- Office Order file
- Personal file
- The AMD (Dev.) & Incharge, Sylhet Corp. Zone.
- The EVP (PRT) & Incharge, Netrokona Zone.
- The Incharge, Respective Offices.

আর্থিক নিরাপত্তার সেতুবন্ধন