



প্রাইম ইসলামী লাইফ ইন্স্যুরেন্স লিমিটেড  
برائٹم اسلامى لايف انشورنس لميٲٲٲٲ  
Prime Islami Life Insurance Limited

ISO 9001 : 2015  
CERTIFIED

February 10, 2021

## Office Order No.:21-2021



“মুজিববর্ষের অঙ্গীকার  
বীমা হোক সবার”

Mr. Sherajul Mostafa (2116), Assistant Officer, Finance & Accounts Dept., Cox's Bazar FPR Centre, Chattogram Zone-03 is hereby advised to sit and work at Cash Section, Moheshkhali Org. Office(1110), Chattogram Zone-03 for 02 (Two) day(s) in a week in addition to his existing duties.

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

This order shall come into force with immediate effect and shall remain valid until Ms. Jesmin Akhter (2492), Assistant Officer, Cash Section, Moheshkhali Org. Office(1110), Chattogram Zone-03 resumes her duties after maternity leave.

TA/DA allowance as per rules of the Company is admissible to Mr. Sherajul Mostafa.

**Mahmudur Rahman Talukder**  
Senior Vice President (HR & Admin)

- Mr. Sherajul Mostafa (2116), AO.

আর্থিক নিরাপত্তার সেতুবন্ধন



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Senior Vice President (HR & Admin)

- Mr. Sherajul Mostafa (2116), AO.

### C.C. to:

1. The Chief Executive Officer, for kind information.
2. The DMD & CS.
3. The DMD (Dev.) & Incharge, Dev. Admin Dept.
4. The AMD & Incharge, HR & ADMIN Dept.
5. The SVP & Incharge, Finance & Accounts Dept.,
6. Master file
7. Office Order file
8. Personal file

1. The Asst. MD (Dev.) & Incharge, Chattogram Corp. Zone-03.
2. The Incharge, Cox's Bazar FPR Centre, Chattogram Zone-03
3. The Incharge, Moheshkhali Org. Office(1110), Chattogram Zone-03

আর্থিক নিরাপত্তার সেতুবন্ধন