



# প্রাইম ইসলামী লাইফ ইন্স্যুরেন্স লিমিটেড

## برائٹم اسلامى لائف انشورنس لمیٹید

### Prime Islami Life Insurance Limited

ISO 9001 : 2015  
CERTIFIED

February 24, 2021

## Office Order No.:25-2021



Mr. Farhad Bin Muhammad Abdul Aziz (2800), Assistant Officer, Cash Section, Thaingkhali Org. Office (Ukhia), Cox's Bazar Zone-04 is hereby advised to sit and work at SB Section, Cox's Bazar Service Centre for 03 (Three) 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.

TA/DA allowance as per rules of the Company is admissible to Mr. Farhad Bin Muhammad Abdul Aziz.

The additional responsibility of Mr. Farhad Bin Muhammad Abdul Aziz shall come into force with immediate effect and shall remain valid until a new officer join there.

**Mahmudur Rahman Talukder**

Senior Vice President  
HR & ADMIN Department.

A. Mr. Farhad Bin Muhammad Abdul Aziz (2800), AO.

আর্থিক নিরাপত্তার সেতুবন্ধন

প্রধান কার্যালয় : গাউছে পাক ভবন (১৪ তলা), ২৮/জি/১ টয়েনবী সার্কুলার রোড, মতিঝিল বা/এ, ঢাকা-১০০০, ফোন : ৪১০৭০১৮০-৮৩  
ফ্যাক্স : ৮৮-০২-৪১০৭০১৭৯, ই-মেইল : pilil@primeislamilife.com, pililbd@gmail.com, web: www.primeislamilife.com



# প্রাইম ইসলামী লাইফ ইন্স্যুরেন্স লিমিটেড

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“মুজিববর্ষের অঙ্গীকার  
বীমা হোক সবার”

Mr. Farhad Bin Muhammad Abdul Aziz (2800), Assistant Officer, Cash Section, Thaingkhali Org. Office (Ukhia), Cox's Bazar Zone-04 is hereby advised to sit and work at SB Section, Cox's Bazar Service Centre for 03 (Three) day(s) in a week in addition to his existing duties.

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**Mahmudur Rahman Talukder**

Senior Vice President  
HR & ADMIN Department.

Mr. Farhad Bin Muhammad Abdul Aziz (2800), 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 Assistant Managing Director & Incharge, HR & ADMIN Dept.
5. The SVP, Finance & Accounts Dept., Head Office.
6. The JSVP & Incharge, Policy Servicing & Claims Dept.
7. Office Order file.
8. Personal file.
9. Master file.
1. The Asst. MD (Dev.) & Incharge, Chattogram Corp. Zone-03.
2. The EVP (PRT) & Incharge, Cox's Bazar SC.
3. The Incharge, Cox's Bazar Zone-04.
4. The Incharge, Thaingkhali Org. Office.

আর্থিক নিরাপত্তার সেতুবন্ধন