



# প্রাইম ইসলামী লাইফ ইন্স্যুরেন্স লিমিটেড

## برائے اسلامی لائف انشورنس لمیٹیڈ

### Prime Islami Life Insurance Limited

ISO 9001 : 2015  
CERTIFIED

March 23, 2021

## Office Order No.:54-2021



“মুজিববর্ষের অঙ্গীকার  
বীমা হোক সবার”

Mr. Asmaul Hosna Tazin (2785), Assistant Officer, Cash Section, Arab Shah Bazar Org. Office, Cox's Bazar Zone-03 is hereby advised to sit and work at IT Dept., Pekua Full Fledged SC for 04 (Four) 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. Yeasmin Akter (2444), Assistant Officer, IT Dept., Pekua Full Fledged SC resumes her duties after her leave.

TA/DA allowance as per rules of the Company is admissible to Mr. Asmaul Hosna Tazin.

The additional responsibility of Mr. Md. Nazrul Islam (1993), Assistant Officer, Toitong Org. Office, Cox's Bazar Zone-03 vide Office Order No.:50-2021, dated 21-03-2021 at IT Dept., Pekua Full Fledged SC is hereby cancelled.

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

- Mr. Asmaul Hosna Tazin (2785), Assistant Officer.
- Mr. Md. Nazrul Islam (1993), Assistant Officer.

আর্থিক নিরাপত্তার সেতুবন্ধন



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### Mahmudur Rahman Talukder

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### 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 & Administration Dept.
  5. The EVP & Incharge (IT)
  6. The SVP & Incharge, Finance & Accounts Dept.
  7. Master file
  8. Office Order file
  9. Personal file
1. The Asst. MD (Dev.) & Incharge, Chattogram Corp. Zone-03.
  2. The EVP (PRT) & Incharge, Cox's Bazar Zone-03.
  3. The Incharge, respective offices

আর্থিক নিরাপত্তার সেতুবন্ধন