# প্রাইম ইসলামী লাইফ ইস্যুরেস লিমিটেড برائے اسلامی لائف انشورنس لمیتیہ

## Prime Islami Life Insurance Limited

ISO 9001 : 2015 CERTIFIED

March 29, 2020

#### Office Order No.:61-2021

For the greater interest of the Company, Ms. Rahima Khanam (0676), Officer, Policy Servicing Dept., Dhaka Zone-06 is hereby assigned to work at Cash Section at same premises in addition to his existing duties.

Additional responsibilities of Ms. Rahima Khanam shall come into force with immediate effect and remain valid until a cashier join there.

Mahmudur Rahman Talukder

Senior Vice President HR & ADMIN Department

• Ms. Rahima Khanam (0676), Officer.

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Mahmudur Rahman Talukder

Senior Vice President HR & ADMIN Department

Ms. Rahima Khanam (0676), Officer.

#### C.C. to:

- 1. The Chief Executive Officer for kind information.
- 2. The DMD & Company Secretary.
- 3. The AMD & Incharge, HR & ADMIN Dept.
- 4. The SVP & Incharge, Finance & Accounts Dept., Head Office, Dhaka
- 5. Master file
- 6. Office Order file
- 7. Personal file

1. The SEVP (PRT) & Incharge, Dhaka Zone-06