# প্রাইম ইসলামী লাইফ ইন্যুরেন্স লিমিটেড

## Prime Islami Life Insurance Limited

ISO 9001:2015 CERTIFIED

April 04, 2021

### Office Order No.:63-2021



A. F. M Rifat Hasan (2813), Assistant Officer, Cash Section, Akhaura Org. Office, B. Baria Zone-02 is hereby advised to sit and work at Cash Section, Mogra Agency Office, B. Baria Zone-02 on every Monday in a week in addition to his existing duties.

This Order shall come into force with immediate effect and shall remain valid until further order.

TA/DA allowance as per rules of the Company is admissible to A. F. M Rifat Hasan.

Mahmudur Rahman Talukder

Senior Vice President HR & ADMIN Department

A. F. M Rifat Hasan (2813), Assistant Officer.



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Senior Vice President

HR & ADMIN Department

A. F. M Rifat Hasan (2813), Assistant Officer.

#### 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 & Administration Dept.
- 5. The SVP & Incharge, Finance & Accounts Dept.
- 6. Master file
- 7. Office Order file
- 8. Personal file

- 1. The SVP (PRT) & Incharge, B.Baria Zone-02.
- 2. The Incharge, Akhaura Org. Office The Incharge, Mogra Agency Office