



প্রাইম ইসলামী লাইফ ইন্স্যুরেন্স লিমিটেড

برائيم اسلامي لايف انشورنس لميٽيٽيڊ

Prime Islami Life Insurance Limited

ISO 9001:2015
CERTIFIED

April 26, 2021

Office Order No.:72-2021



“মুজিববর্ষের অঙ্গীকার
বীমা হোক সবার”

For the greater interest of the Company the following employees are hereby transferred as under:

Sl.	Name, Desig. & ID No.	Present Dept./Office	Transferred to
01	Mr. Md. Al-Amin (2876), Junior Officer	Cash Section, Charag Ali Org. Office, Gazipur Zone	Accounts Dept., Cosba FPR Centre
02	Mr. Md. Rasel Hossain Munsif (1839), Assistant Officer	Accounts Dept., Cosba FPR Centre	Cash Section, Charag Ali Org. Office, Gazipur Zone

Mr. Md. Al-Amin shall handover his overall charges to A.T.M waheduzzaman Khan (1034), JVP, Accounts Dept., Gazipur Full Fledged Service Centre.

Mr. Md. Rasel Hossain Munsif shall handover his overall charges to Mr. Md. Mozibur Rahman (0533), Executive Officer, B. Baria Full Fledged Service Centre.

The above employees are advised to report their joining to the Incharge of respective Offices along with Stationary Items allotted to them and release letter from their existing offices by 02-05-2021 with a copy to the HR & Administration Dept., Head Office, Dhaka.

Mr. Md. Rasel Hossain Munsif will be entitled to Cash allowance @ Tk.750/- (Seven Hundred Fifty) per month after execution of a surety bond of Tk.5,00,000/- (Five lac) and the Cash allowance @ Tk.750/- of Mr. Md. Al-Amin is hereby withdrawn.

Mahmudur Rahman Talukder

Senior Vice President
HR & ADMIN Dept.

Copy forwarded to: Above 02 (Two) employees.

আর্থিক নিরাপত্তার সেতুবন্ধন



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Mahmudur Rahman Talukder
Senior Vice President
HR & ADMIN Dept.

Copy forwarded to: Above 02 (Two) employees.

C.C. to : for kind information:

1. The Chief Executive Officer.
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. A.T.M waheduzzaman Khan (1034), JVP, Accounts Dept., Gazipur Full Fledged Service Centre.
7. Mr. Md. Mozibur Rahman (0533), Executive Officer, B. Baria Full Fledged Service Centre.
8. Master file
9. Office Order file
10. Personal file.
1. The EVP (PRT) & Incharge, B. Baria Corp. Zone.
2. The JEV (PRT) & Incharge, Gazipur Zone.
3. The SVP (PRT) & Incharge, B. Baria Zone-02
4. The Incharge, Cosba FPR Centre,
5. The Incharge, Charag Ali Org. Office.

আর্থিক নিরাপত্তার সেতুবন্ধন