Prime Islami Life Insurance Limited

ISO 9001:2015 CERTIFIED

May 20, 2021

Office Order No.:84-2021



Mr. Nurulamin (1429), Junior Officer, Cash Section, Panirchhara Org. Office, Cox's Bazar Zone-02 is hereby advised to sit and work at Cash Section, Eidghor Org. Office, Cox's Bazar Zone-02 for 01 (one) day in a week in addition to his existing duties.

The working days at above Offices, will be settled by the respective Office Incharges.

TA/DA allowance as per rules of the Company is admissible to Mr. Nurulamin.

The additional responsibilities shall come into force with immediate effect shall remain valid until further order.

Mahmudur Rahman Talukder

Senior Vice President
HR & ADMIN Department

Mr. Nurulamin (1429), Junior Officer.

প্রাইম ইসলামী লাইফ ইন্যুরেন্স লিমিটেড

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Mahmudur Rahman Talukder

Senior Vice President

HR & ADMIN Department

Mr. Nurulamin (1429), Junior Officer.

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

- The AMD (Dev.) & Incharge, Chattogram Corp. Zone-03.
- 2. The EVP (PRT) & Incharge, Cox's Bazar Zone-02.
- 3. The Incharge, respective offices.