প্রাইম ইসলামী লাইফ ইস্যুরেস লিমিটেড

Prime Islami Life Insurance Limited

ISO 9001:2015 CERTIFIED

May 31, 2021

Office Order No.:92-2021

For the greater interest of the Company, Mr. Aktaruzzaman (1663), Officer, Information Technology Dept., Cox's Bazar Service Centre is hereby transferred to IT Dept., Konabari FPR Centre, Gazipur Zone.

Mr. Aktaruzzaman is advised to report his joining to the Incharge, Konabari FPR Centre along with Stationary Items allotted to him and release letter from his existing office by 06-06-2021 with a copy to the HR & Administration Dept., Head Office, Dhaka.

Mahmudur Rahman Talukder Senior Vice President (HR & ADMIN)

Mr. Aktaruzzaman (1663), 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 EVP & Incharge, IT Dept.
- 6. Master file
- 7. Office Order file
- 8. Personal file

- 1. The AMD (Dev.) & Incharge, Chattogram Corp. Zone-03.
- 2. The EVP (PRT) & Incharge, Cox's Bazar Zone-02.
- 3. The Incharge, Gazipur Zone
- 4. The Incharge, Konabari FPR Centre

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Mahmudur Rahman Talukder Senior Vice President (HR & ADMIN)

• Mr. Aktaruzzaman (1663), Officer