



প্রাইম ইসলামী লাইফ ইন্স্যুরেন্স লিমিটেড

برائے اسلامی لائف انشورنس لمیٹیڈ

Prime Islami Life Insurance Limited

ISO 9001:2015
CERTIFIED

July 12, 2021

Office Order No.:115-2021

For the greater interest of the Company, the Office Order No.: 111-2021, dated June 29, 2021 is hereby partially revised and the following employee is hereby transferred as under:

Sl	Name & Desig. Present Dept./Office	Transferred Dept./Office (According to previous Order)	Transferred to	Remarks
1.	Mr. Md. Abdur Razzak (0393), Senior Executive Officer Policy Servicing Dept., Feni Service Centre	Policy Servicing Dept., Noakhali Full Fledged SC	He will stay at his existing Office.	Transfer Order is cancelled
2.	Mr. Md. Kamrul Hasan (0948), EO Claims Dept., Feni Service Centre	_____	Claims Dept., Noakhali Full Fledged SC	Transfer

Mr. Md. Kamrul Hasan is advised to report his joining to the Incharge, Noakhali Full Fledged Service Centre along with Stationary Items allotted to him and release letter from his existing offices by 15-07-2021 with a copy to the HR & Administration Dept., Head Office, Dhaka.

Mr. Golam Sarwar (1563), Assistant Manager, Underwriting Dept., Feni Service Centre is hereby advised to sit and work at Underwriting Dept., Noakhali Full Fledged Service Centre for 02 (Two) day(s) in a week in addition to his existing duties

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

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 Mr. Golam Sarwar.

Mahmudur Rahman Talukder

Senior Vice President

Administration Department.

• Copy forwarded to: Above 03 (Three) employees.

আর্থিক নিরাপত্তার সেতুবন্ধন



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Senior Vice President

Administration Department.

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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 EVP & Incharge, U/W Dept.
6. The JSVP & Incharge, Policy Servicing & Claims Dept.
7. Master file
8. Office Order file
9. Personal file.
1. The DMD (Dev.), Chattogram.
2. The EVP (PRT) & Incharge, Noakhali Zone.
3. The EVP (PRT) & Incharge, Feni Zone-2
4. The Incharge, respective Offices.

আর্থিক নিরাপত্তার সেতুবন্ধন