



প্রাইম ইসলামী লাইফ ইন্স্যুরেন্স লিমিটেড  
برائے اسلامی لائف انشورنس لمیٹیڈ  
Prime Islami Life Insurance Limited

ISO 9001 : 2015  
CERTIFIED

August 12, 2021

## Office Order No.:135-2021

For the greater interest of the Company, Mr. Md. Nurul Islam (0678), Senior Officer, Cash Section, Moriom Nagar Org. Office, Chattogram Zone-08 is hereby transferred to Cash Section, Ramu FPR Centre, Cox's Bazar Zone-04.

Mr. Md. Nurul Islam shall handover the overall charges to Mr. Ahmed Faruk (2704), Officer, Accounts Dept., Chattogram Corp. Zone-03.

Mr. Md. Nurul Islam is advised to report his joining to the Incharge, Ramu FPR Centre, Cox's Bazar Zone-04 by 17-08-2021 with a copy to the HR & Administration Dept., Head Office, Dhaka.

Mr. Md. Rashedul Alam (2161), Junior Officer, Ranirhat Agency. Office, Chattogram Zone-08 is hereby advised to sit and work at Cash Section, Moriom Nagar Org. Office, Chattogram Zone-08 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.

TA/DA allowance as per rules of the Company is admissible to Mr. Md. Rashedul Alam.

The additional responsibility of Mr. Md. Rashedul Alam shall come into force with immediate effect and shall remain valid until further order.

**Mahmudur Rahman Talukder**  
Senior Vice President (HR & ADMIN)

- Mr. Md. Nurul Islam (0678), Senior Officer
- Mr. Md. Rashedul Alam (2161), Junior Officer

আর্থিক নিরাপত্তার সেতুবন্ধন



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Senior Vice President (HR & ADMIN)

- Mr. Md. Nurul Islam (0678), Senior Officer
- Mr. Md. Rashedul Alam (2161), 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 & Administration Dept.
5. The SVP & Incharge, Finance & Accounts Dept.
6. Mr. Ahmed Faruk (2704), Officer, Accounts Dept., Chattogram Corp. Zone-03.
7. Master file
8. Office Order file
9. Personal file

1. The Asst. MD (Dev.) & Incharge, Chattogram Corp. Zone-03.
2. The EVP (PRT) & Incharge, Chattogram Zone-08.

আর্থিক নিরাপত্তার সেতুবন্ধন