



September 15, 2019

Office Order No.:263-2019

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	Remarks
01	Mr. Shahidul Islam (2037), Officer	Claims Dept., Cumilla Full Fledged Service Centre	Cash Section, Sonaimuri Org. Office, Cumilla Zone-04	
02	Mr. Md. Aminul Islam (0188), Office Attendant	Policy Servicing Dept., (Docket Keeper), Central DPS Service Centre	Record Keeper, Dev. Admin Dept., Head Office, Dhaka	

Mr. Shahidul Islam will be entitled to Cash allowance@ Tk.750/-(Six Hundred Fifty) per month after execution of a surety bond of Tk.5,00,000/-(Five lac).

Mr. Shahidul Islam shall take training on cash dealing at Cumilla Full Fledged SC. After completion of necessary training he will report his joining to the Incharge, Sonaimuri Org. Office, Cumilla Zone-04 with a copy to the administration Dept., Head Office, Dhaka.

Mr. Md. Aminul Islam is advised to report his joining to the AMD (DEV.) & Incharge, Dev. Admin Dept., Head Office, Dhaka along with release letter from their existing offices by 18-09-2019 with a copy to the Administration Dept., Head Office, Dhaka.

Mahmudur Rahman Talukder
Senior Vice President (Admin)

Copy forwarded to: Above 02 (Two) employees.

C.C. to:

1. The Chief Executive Officer for kind information.
2. The DMD, Company Secretary & CFO.
3. The AMD(DEV.) & Incharge, Dev. Admin
4. The SEVP & Incharge, Administration Dept.
5. The SVP, Finance & Accounts Dept.
6. The JVP & Incharge (I/A)
7. Mr. Md. Wahiduzzaman Hawlader (2187) JAVP, Cumilla Full Fledge SC. With an advice to provide with necessary training to Mr. Shahidul Islam.
8. Master file.
9. Office Order file.
1. The SEVP (PRT) & Incharge, Cumilla Zone
2. The J EVP (PRT) & Incharge Cumilla Zone-04
3. The Incharge, Sonaimuri Org. Offices

আর্থিক নিরাপত্তার সেতুবন্ধন



প্রাইম ইসলামী লাইফ ইন্স্যুরেন্স লিমিটেড
برائيم اسلامي لايف انشورنس لميتيد
Prime Islami Life Insurance Limited



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Mahmudur Rahman Talukder
Senior Vice President (Admin)

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আর্থিক নিরাপত্তার সেতুবন্ধন

প্রধান কার্যালয় : রাজ ভবন (৭ম তলা), ২৯, দিলকুশা বাণিজ্যিক এলাকা, ঢাকা-১০০০, ফোন : ৪১১২৪৮৮, ৯৫৫৪৫৩৮, ৯৫৭৬৪০৪, ফ্যাক্স : ৮৮-০২-৯৫৬৪৩৯০
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