# Prime Islami Life Insurance Limited

ISO 9001:2015 CERTIFIED

August 01, 2024

"করবো বীমা, গড়বো দেশ স্মার্ট হবে বাংলাদেশ"

### Office Order No.:134-2024

Most. Thomina Akter (0665), Senior Officer, Cash Section, Rangpur Full Fledged SC, Rangpur Corp. Zone is hereby advised to sit and work Cash Section, Jaldhaka FPR Centre(1204), Rangpur Corp. Zone in addition to her existing duties until July 2024 Business closing.

TA/DA allowanceas per rules of the Company is admissible to Most. Thomina Akter in this regard.

The working days of additional duty will be settled by the respective Office incharges.

Mahmudur Rahman Talukder

Executive Vice President HR & ADMIN Department

Copy forwarded to:

Most. Thomina Akter (0665), Senior Officer

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Most. Thomina Akter (0665), Senior Officer

#### C.C. to: for kind information:

- 1. The Chief Executive officer.
- The Additional Managing Director.
- 3. The AMD & Head of IT
- 4. The SEVP & CFO
- 5. Master file
- 6. Office Order file
- Personal file

- The SEVP (PRT) & Incharge, Rangpur Corp. Zone
- 2. The Incharge, Jaldhaka FPR Centre