



# প্রাইম ইসলামী লাইফ ইন্স্যুরেন্স লিমিটেড

## برائے اسلامی لائف انشورنس لمیٹید

### Prime Islami Life Insurance Limited

ISO 9001:2015  
CERTIFIED

March 02, 2025

## Office Order No.:41-2025

All concerned are hereby informed that policy Dalil (Akok & DPS) will be issued from Siddirginj FPR Center(0433), Dhaka Corp. Zone-07 from now on.

The SVP & Incharge, Claims Dept., Head Office, Dhaka shall monitor the policy Dalil issuing process of Siddirginj FPR Center(0433), Dhaka Corp. Zone-07 time to time.

All concerned are hereby advised to take above services from Siddirginj FPR Center(0433),).

The policy Dalil issuing process will be come into force with immediate effect.

Mr. Md. Shahidul Islam (2700), Junior Officer, Cash Section, Underwriting Dept., Siddirginj FPR Center(0433), Dhaka Corp. Zone-07 is hereby assigned to prepare Policy schedule (Bima Dalil) and sign on it as checking officer and submit demand of Bima stamp and also maintenance Bima stamp record and submit quarterly accounts sitting at the same premises in addition to his existing duties.

Mr. Md. Kamruzzaman (0712), Executive Officer, Cash Section, Siddirginj FPR Center(0433), Dhaka Corp. Zone-07 is hereby authorized to counter sign Policy schedule (Bima Dalil) sitting at the same premises in addition to his existing duties until further order.

  
**Mahmudur Rahman Talukder**  
Executive Vice President  
HR & ADMIN Department

Copy forwarded to:

- Mr. Md. Kamruzzaman (0712), Executive Officer
- Mr. Md. Shahidul Islam (2700), Junior Officer

আর্থিক নিরাপত্তার সেতুবন্ধন



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**C.C. to:** for kind information:

1. The Chief Executive officer.
2. The Additional Managing Director
3. The DMD (Dev.) & Incharge, Dev Admin Dept.
4. The DMD (Dev.)
5. The SVP & Incharge, Claims Dept.
6. Master file
7. Office Order file
8. Personal file

1. The SEVP (PRT) & Incharge, Dhaka Corp. Zone-07.
2. The Incharge, Siddirginj FPR Center(0433), Dhaka Corp. Zone-07

আর্থিক নিরাপত্তার সেতুবন্ধন