## Prime Islami Life Insurance Limited

ISO 9001:2015 CERTIFIED

June 24, 2025

## Office Order No.:87-2025

Mr. Md. Hamaun Rashid (2179), Officer, Cash Section, Moulavi Bazar Zone Office(0107), is hereby advised to sit and work at Cash Section, Adampur Organization Office(0280), Moulavibazar Zone for 02 (Two) day(s) in a week in addition to his existing duties.

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

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

Mahmudur Rahman Talukder

Executive Vice President BR & ADMIN Department

Copy forwarded to:

Mr. Md. Hamaun Rashid (2179), Officer.

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Mahmudur Rahman Talukder

Executive Vice President HR & ADMIN Department

Copy forwarded to:

Mr. Md. Hamaun Rashid (2179), Officer.

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

- 1. The Chief Executive officer
- 2. The Additional Managing Director.
- 3. The SEVP & Chief Financial Officer.
- 4. Master file
- 5. Office Order file
- 6. Personal file

- 1. The SEVP (PRT) & Incharge, Sylhet Corp. Zone
- 2. The EVP (PRT) & Incharge, Moulavibazar Zone.
- 3. The Incharge, Respective Offices.