



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

ISO 9001 : 2015  
CERTIFIED

January 02, 2020


## Office Order No.:02-2020

Further to our Office Order No.: 115-2019 Dated May 05, 2019, this is to inform that Mr. Kawsar Ahmed (0754), Senior Executive Officer, U/W Dept., shall deal with Underwriting related works of Sylhet Service Centre, Paribar Kallayan Bima Division sitting at Sylhet Full Fledged Service Centre instead of Sylhet Service Centre office, Paribar Kallayan Bima Division in addition to his existing duties.

Mr. Md. Abdul Ahad (1996), Office Assistant, U/W Dept., Sylhet Service Centre, Paribar Kallayan Bima Division is advised to sit and work at Sylhet Full Fledged Service Centre for 02 (Two) day(s) in a week for taking service and support of Underwriting related works from Full Fledged SC.

The working days of Mr. Md. Abdul Ahad at Sylhet Full Fledge Service Centre will be settled by the respective Office incharge.

This Order shall come into force with immediate effect and remain valid until further order.

  
**Mahmudur Rahman Talukder**  
Senior Vice President (Admin)

- Mr. Kawsar Ahmed (0754), Senior Executive Officer.
- Mr. Md. Abdul Ahad (1996), Office Assistant.

**C.C. to:**

1. The Chief Executive Officer for kind information.
2. The DMD & CFO.
3. The DMD & CS.
4. The SEVP & Incharge, Administration Dept.
5. The EVP & Incharge (U/W) Dept.
6. The JVP & Incharge (I/A)
7. The Incharge, Sylhet Full Fledged SC.
8. Master file.
9. Office Order file.
10. Personal file.
1. The SEVP (PRT) & PD, Paribar Kallayan Bima Division.
2. The Incharge, Sylhet SC, Paribar Kallayan Bima Division.

আর্থিক নিরাপত্তার সেতুবন্ধন



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