



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

ISO 9001 : 2015
CERTIFIED

March 24, 2020

Office Order No.:65-2020

For the greater interest of the Company, Mr. Md. Shahjaman Shiraji (0937), Joint Assistant Vice President, Accounts Dept., Mukto Bima Prokalpo (Abolished), Head Office, Dhaka is hereby transferred to Accounts Dept., Bagmara Corporate Zone Office.

Mr. Md. Shahjaman Shiraji shall handover his overall charges to Kazi Masud Ahmed (2485), SVP, Accounts Dept., Head Office, Dhaka in presence of Internal Auditor. Before handing and taking over of overall charges, the EVP & Incharge (I/A) shall ensure a thorough Audit of mentioned Offices and submit a report to authority by 06-04-2020.

Mr. Md. Shahjaman Shiraji is advised to report his joining to the Incharge, Bagmara Corp. Zone Office, along with Stationary Items allotted to him and release letter from his existing office by 07-04-2020 with a copy to the Administration Dept., Head Office, Dhaka.


Kazi Abul Manjur
SEVP & Incharge
Administration Department

- Mr. Md. Shahjaman Shiraji (0937), Joint Assistant Vice President.

C.C. to:

1. The Chief Executive officer for kind information.
2. The DMD & CFO.
3. The DMD & CS.
4. The EVP & Incharge (I/A)
5. The SVP, finance & Accounts Dept., Head Office, Dhaka
6. Kazi Masud Ahmed (2485), SVP, Accounts Dept., Head Office, Dhaka
7. Office Order file.
8. Personal file.
9. Master file.
1. The EVP (PRT) & Incharge, Bagmara Corporate Zone.

আর্থিক নিরাপত্তার সেতুবন্ধন

প্রধান কার্যালয় : রাজ ভবন (৭ম তলা), ২৯ দিলকুশা বাণিজ্যিক এলাকা, ঢাকা-১০০০, ফোন : ৪৭১১২৪৮৮, ৯৫৫৪৫৩৮, ৯৫৭৬৪০৪
ফ্যাক্স : ৮৮-০২-৯৫৬৪৩৯০, ই-মেইল : ceo@primelifebd.com, pililbd@gmail.com, web : www.primeislamilifebd.com



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