



প্রাইম ইসলামী লাইফ ইন্স্যুরেন্স লিমিটেড

برائے اسلامی لائف انشورنس لمیٹیڈ

Prime Islami Life Insurance Limited

ISO 9001 : 2015
CERTIFIED

June 14, 2020

Office Order No.:89-2020

For the greater interest of the Company, Mr. Shahabuddin Al- Mamum (0109), Executive Officer, Internal Audit Dept., Cox's Bazar Service Centre is hereby transferred to Internal Audit Dept., Netrokona Full Fledged Service Centre.

Mr. Shahabuddin Al- Mamum is advised to report his joining to the Incharge of Netrokona Full Fledged Service Centre by 21-06-2020 with a copy to the Administration Dept., Head Office, Dhaka.

Mr. Abul Bashar Mohammad Shazzad Hossain (1237), Assistant Vice President, Internal Audit Dept., Cumilla Full Fledged Service Centre is hereby assigned to work at Internal Audit Dept., Bagmara Corp. Zone for 02 (Two) day(s) in a week in addition to his existing duties.

Mr. Md. Harunoor Rashid (2188), Joint Assistant Vice President, Internal Audit Dept., Chattogram Corp. Zone-03 SC (Muradpur) is hereby assigned to work at Internal Audit Dept., Cox's Bazar Service Centre for 02 (Two) day(s) in a week in addition to his existing duties.

The additional responsibility of Abul Bashar Mohammad Shazzad Hossain and Mr. Md. Harunoor Rashid shall come into force with immediate effect and shall remain valid until further order.

TA/DA allowance as per rules of the Company is admissible to Mr. Abul Bashar Mohammad Shazzad Hossain and Mr. Md. Harunoor Rashid.

Mahmudur Rahman Talukder
Senior Vice President (Admin).

Copy Forwarded to :

- Mr. Abul Bashar Mohammad Shazzad Hossain (1237), Assistant Vice President.
- Mr. Md. Harunoor Rashid (2188), Joint Assistant Vice President.
- Mr. Shahabuddin Al- Mamum (0109), Executive Officer.

C.C. to:

1. The Chief Executive officer for kind information.
2. The DMD & CFO.
3. The DMD & CS.
4. The DMD (Dev.) & Incharge, Dev. Admin Dept.
5. The SEVP & Incharge, Administration Dept.
6. The EVP & Incharge (I/A).
7. The Incharge, Cumilla Full fledged SC.
8. Office Order file.
9. Personal file.
10. Master file.
1. The Asst. MD (Dev.) & Incharge, Chattogram Corp. Zone-03.
2. The SEVP (PRT) & Incharge, Cumilla Corp. Zone.
3. The EVP (PRT) & Incharge, Bagmara Corp. Zone.
4. The EVP (PRT) & Incharge, Cox's Bazar SC
5. The Incharge, respective Offices.

আর্থিক নিরাপত্তার সেতুবন্ধন

প্রধান কার্যালয় : ৩ গাউছে পাক ভবন (১৪ তলা), ২৮/জি/১ টয়েনবি সার্কুলার রোড, মতিঝিল বাণিজ্যিক এলাকা, ঢাকা-১০০০।

ফ্যাক্স : ৮৮-০২-৯৬৪৪৩৩০০ ২-মহলা : ceo@primelifebd.com, mahmur@primelifebd.com, mahmur@primelifebd.com



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- Mr. Md. Harunoor Rashid (2188), Joint Assistant Vice Predident.
- Mr. Shahabuddin Al- Mamum (0109), Executive Officer.

আর্থিক নিরাপত্তার সেতুবন্ধন