



প্রাইম ইসলামী লাইফ ইন্স্যুরেন্স লিমিটেড

برائے اسلامی لائف انشورنس لمیٹیٹڈ

Prime Islami Life Insurance Limited

ISO 9001 : 2015
CERTIFIED

June 15, 2020

Office Order No.: 92-2020

Subsequent of abolishing all projects of the Company, Bagmara Zonal Office, Urban Bima Division has been converted into Bagmara Corp. Zone (Akok). To provide with smooth and accelerate service to the policy holders of Bagmara Corp. Zone, the existing manpower of Bagmara zone office Urban Bima (Abolished) is hereby merged with Bagmara Corp. Zone and their job assignment has been rearranged as under:

Sl.	Name, Desig. & ID No	Present Dept./Office	Assigned Job/ Additional Responsibilities	Remarks
01	Mr. Rejaul Karim (0221), Assistant Vice President	U/W Dept., Bagmara Corp. Zone	he is hereby assigned to sign on issued OR and counter sign on Bima Dalil as an authorized officer. He has been authorized to approved SB files upto Tk.1,00,000/-(one lac fifty) only.	He will act as Incharge of the Service Centre.
02	Mr. Mohammad Abdul Karim (1392), Officer (IT)	IT Dept., Bagmara Corp. Zone	He will issue Bima Dalil and deal with OR related works.	
03	Ms. Momotaj Begum (2213), Assistant Officer (Cashier Cum Computer Operator)	Policy Servicing Dept., Bagmara Corp. Zone	She will deal with all kind of Policy Servicing & Claims related works at the zone office.	


Mahmudur Rahman Talukder
Senior Vice President
Administration Department

- Copy forwarded to: Above 03 (Three) employees.

আর্থিক নিরাপত্তার সেতুবন্ধন



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Senior Vice President
Administration Department

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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 (U/W)
7. The EVP & Incharge (IT)
8. The EVP & Incharge (I/A),
9. The JSVP & Incharge, Policy Servicing & Claims Dept.
10. Master file.
11. Office Order file.
12. Personal file.

1. The EVP (PRT) & Incharge, Bagmara Corp. Zone.

আর্থিক নিরাপত্তার সেতুবন্ধন