



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

ISO 9001 : 2015  
CERTIFIED

July 05, 2020

## Office Order No.:116-2020

For the greater interest of the Company, Mr. Khondaker Omar Faruk (1036), Senior Officer (IT), One Stop Service Cell, Head Office, Dhaka is hereby transferred to Office of the Vice Chairman.

Mr. Mohammed lutful Quadir (1543), SO, Establishment Dept., Head Office, Dhaka is hereby deputed to One Stop Service Cell, Head Office, Dhaka.

Khondaker Omar Faruk is advised report his joining to the Vice Chairman immediately with a copy to the Administration Dept., Head Office, Dhaka.

Mr. Mohammed lutful Quadir is advised report his joining to the SVP, Finance & Accounts Dept., Head Office, Dhaka immediately with a copy to the Administration Dept., Head Office, Dhaka.

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

- Mr. Khondaker Omar Faruk (1036), Senior Officer.
- Mr. Mohammed lutful Quadir (1543), SO

### 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 SVP, Finance & Accounts Dept.,
8. The JSVP & Incharge, Establishment Dept.
9. Master file
10. Office Order file
11. Personal file
12. Personal file

আর্থিক নিরাপত্তার সেতুবন্ধন

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



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**Mahmudur Rahman Talukder**  
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- Mr. Mohammed lutful Quadir (1543), SO

আর্থিক নিরাপত্তার সেতবন্ধন

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ফ্যাক্স : ৮৮-০২-৯৫৬৪৩৯০. ই-মেইল : ceo@primelifebd.com. pililbd@gmail.com. web : www.primeislamififebd.com