ISO 9001 : 2015 CERTIFIED

July 21, 2020

### Office Order No.:129-2020

Mr. Md. Mijanur Rahman (2057), Office Assistant, Cash Section, Borhanuddin Org. Office(Bhola), Barishal Zone-02 is hereby advised to sit and work at Cash Section, Tojimuddin Org. Office(Bhola), Barishal Zone-02 for 02 (Two) day(s) in a week in addition to his existing duties.

The working days at above Office, will be settled by the respective Office incharges.

This Order 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. Md. Mijanur Rahman.

Mahmudur Rahman Talukder Senior Vice President (Admin)

Mr. Md. Mijanur Rahman (2057), Office Assistant.

#### 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 SVP, Finance & Accounts Dept.,
- 7. The EVP & Incharge (I/A)
- 8. Master file
- 9. Office Order file
- Personal file

- 1. The EVP (PRT) & Incharge, Barishal Zone.
- The JEVP (PRT) & Incharge, Barishal Zone-02
- 3. The Incharge, respective Offices.

# প্রাইম ইসলামী লাইফ ইস্যুরেস লিমিটেড برائـم اسـلامـي لائـف انشـورنـس لميـــــيـــيا

## Prime Islami Life Insurance Limited

ISO 9001 : 2015

July 21, 2020

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