



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

ISO 9001 : 2015
CERTIFIED

August 19, 2020

Office Order No.:151-2020

For the greater interest of the Company, Mr. Md. Solaiman (0819), Officer, Cash Section, K. D Hat FPR Centre, Feni Zone-01 is hereby assigned to work at U/W Dept., K. D Hat FPR Centre, Feni Zone-01 at same premises in addition to his existing duties.

Additional responsibilities of Mr. Md. Solaiman Islam shall come into force with immediate effect and remain valid until further order.

Mr. Md. Solaiman is advised to take necessary Underwriting training at Feni Full Fledged Service Center for 02 (Two) day(s) in a week for 02 (Two) Months under supervision of Mr. Golam Sarwar (1563), SEO, U/W Dept., Feni Full Fledged SC.

Only Conveyance allowance and lunch per day without night stay is admissible for training.

Mahmudur Rahman Talukder
Senior Vice President (Admin)

- Mr. Md. Solaiman (0819), Officer

C.C. to:

1. The Chief Executive Officer for kind information.
2. The DMD & CFO.
3. The DMD & CS.
4. The SEVP & Incharge, Administration Dept.
5. The EVP & Incharge (U/W)
6. The SVP, Finance & Accounts Dept., Head Office, Dhaka
7. Mr. Golam Sarwar (1563), SEO, U/W Dept., Feni Full Fledged SC.
8. Master file
9. Office Order file
1. The Incharge, Feni Zone
2. The Incharge, K.D Full Fledged SC.

আর্থিক নিরাপত্তার সেতুবন্ধন

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

ফ্যাক্স : ৮৮-০২-৯৬৬৪৩১০ ই-মেইল : ceo@primelifebd.com it@primelifebd.com hr@primelifebd.com compliance@primelifebd.com training@primelifebd.com



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Senior Vice President (Admin)

- Mr. Md. Solaiman (0819), Officer

আর্থিক নিরাপত্তার সেতুবন্ধন