ISO 9001 : 2015

September 16, 2020

Office Order No.: 179-2020

For the greater interest of the Company, Ms. Momotaj Begum (2213), Assistant Officer, Policy Servicing & Claims Dept., Bagmara Corp. Zone is hereby transferred to Policy Servicing & Claims Dept., Head Office, Dhaka.

Ms. Momotaj Begum is advised to report her joining to the JSVP & Incharge, Policy Servicing & Claims Dept., Head Office, along with Stationary items allotted to her and release letter from her existing office by 23-09-2020 with a copy to the Administration Dept., Head Office, Dhaka.

Mahmudur Rahman Talukder Senior Vice President (Admin)

· Ms. Momotaj Begum (2213), Assistant Officer.

Prime Islami Life Insurance Limited

September 16, 2020

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Mahmudur Rahman Talukder Senior Vice President (Admin)

Ms. Momotaj Begum (2213), Assistant Officer.

C.C. to:

- The Chief Executive officer for kind information.
- The DMD & CS.
- 3. The DMD (Dev.) & Incharge, Dev. Admin Dept.
- 4. The SEVP & Incharge, Administration Dept.
- 5. The EVP & Incharge (I/A)
- 6 The JSVP & Incharge, Policy Servicing & Claims Dept.
- Master file
- Office Order file
- Personal file

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