



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

ISO 9001 : 2015
CERTIFIED

October 15, 2020

Office Order No.:201-2020

For the greater interest of the Company the following employees are hereby transferred as under:

Sl.	Name, Desig. & ID No.	Present Dept./Office	Transferred to
01	Mr. Md. Jahirul Islam (0892), Joint Assistant Vice President	Accounts Dept., Rajshahi Full Fledged Service Centre	Internal Audit Dept., Rajshahi Full Fledged Service Centre
02	Ms. Jesmin Akhter (1867), Officer	Internal Audit Dept., Rajshahi Full Fledged Service Centre	Policy Servicing Dept., Rajshahi Full Fledged Service Centre

Mr. Md. Jahirul Islam shall handover the overall charges to Mr. Md. Masum Maruf-ul-Hoque (0634), EO, Accounts Dept., Rajshahi Full Fledged SC in presence of Internal Auditor.

Before handing and taking over of overall charges, the EVP Incharge (I/A) shall ensure a thorough Audit of mentioned Offices and submit a report to authority by 22-10-2020.

The above employees are advised to report their joining to the Incharge of respective Offices along with Stationary Items allotted to them and release letter from their existing offices by 20-10-2020 with a copy to the Administration Dept., Head Office, Dhaka.

Mahmudur Rahman Talukder
Senior Vice President
Administration Department.

Copy forwarded to: Above 02 (Two) employees.

আর্থিক নিরাপত্তার সেতুবন্ধন