Prime Islami Life Insurance Limited

ISO 9001:2015 CERTIFIED

November 15, 2020

Office Order No.:229-2020

For the greater interest of the Company, Mr. Md. Shafiqul Islam (1456), Joint Assistant Vice President, Accounts Dept., Head Office, Dhaka is hereby transferred to Accounts Dept., Khulna Full Fledged Service Centre as Incharge of Accounts Department.

Mr. Md. Shafiqul Islam shall handover the overall charges to the Quazi Ahsan Ul Alam Ansary, SVP & Incharge, Finance & Accounts Dept., Head Office, Dhaka.

Mr. Md. Shafiqul Islam is advised to report his joining to the EVP (PRT) & Incharge, Khulna Corp. Zone by 22-11-2020 with a copy to the Administration Dept., Head Office, Dhaka.

Mahmudur Rahman Talukder

Senior Vice President

Administration Department

Mr. Md. Shafiqul Islam (1456), JAVP.

C.C. to:

- 1. The Chief Executive officer for kind information.
- 2. The DMD & CS.
- 3. The DMD (Dev.) & Incharge, Dev. Admin Dept.
- 4. The SEVP & Incharge, Administration Dept.
- 5. The SVP & Incharge Finance & Accounts Dept.
- 6. Master file.
- 7. Office Order file.
- 8. Personal file.

The EVP (PRT) & Incharge, Khulna Corp.

Zone.

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Mahmudur Rahman Talukder

Senior Vice President Administration Department

Mr. Md. Shafiqul Islam (1456), JAVP.