



# প্রাইম ইসলামী লাইফ ইন্স্যুরেন্স লিমিটেড

## برائے اسلامی لائف انشورنس لمیٹید

### Prime Islami Life Insurance Limited

ISO 9001 : 2015  
CERTIFIED

November 29, 2020

## Office Order No.:245-2020

This is to inform to all concern that for the greater interest of the company, the additional responsibilities of the following employees are hereby cancelled with immediate effect.

Sl.	Name, Desig. & Present Office	Additional Responsibilities	
		Additional Office Name	Office Order No. & Date
01	Mr. Mizanur Rahman (2488), Assistant Officer, Cash Section, Bohoddarkata Org. Office, Cox's Bazar Zone-03	Cash Section, Kalarmarchora Org. Office, Cox's Bazar Zone-03	332-2019 Dated 20/11/2019.
02	Ms. Halima (1869), Assistant Officer, Cash Section, Kutubail Org. Office, Dhaka Zone-16	Cash Section, Mada Sastapur Org. Office, Dhaka Zone-16	123-2020 Dated 13/07/2020.
03	Mr. Mohammad Mohiminur Rahman (0852), Senior Officer, Cash Section, Ashugonj FPR Centre, B. Baria Zone -01	Cash Section, Lalpur Agency Office, B. Baria Zone-01	60-2019 Dated 07/02 /2019.

**Mahmudur Rahman Talukder**  
Joint Senior Vice President (Admin)

Copy forwarded to: Above 03 (Three) employees.

#### C.C. to:

1. The Chief Executive officer for kind information.
  2. The DMD & CS.
  3. The SEVP & Incharge, Administration Dept.
  4. The EVP & Incharge (I/A)
  5. The SVP & Incharge. Finance & Accounts Dept.
  6. Master file
  7. Office Order file
  8. Personal file
1. The AMD (Dev.) & Incharge, Chattogram Corp. Zone-03
  2. The SEVP (PRT) & Incharge, Dhaka Zone-04.
  3. The EVP (PRT) & Incharge, B. Baria Zone.
  4. The EVP (PRT) & Incharge, Cox's Bazar Zone-03.
  5. The Incharge, respective Offices.

আর্থিক নিরাপত্তার সেতুবন্ধন



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برائٹم اسلامى لاائف انشورنس لمیٹیٹڈ  
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**Mahmudur Rahman Talukder**  
Joint Senior Vice President (Admin)

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আর্থিক নিরাপত্তার সেতুবন্ধন

প্রধান কার্যালয় : গাউছে পাক ভবন (১৪ তলা), ২৮/জি/১ টয়েনবী সার্কুলার রোড, মতিঝিল বা/এ, ঢাকা-১০০০, ফোন : ৪১০৭০১৮০-৮৩

ফ্যাক্স : ৮৮-০১-৪১০৭০১৭৯

ই-মেইল : nilil@primeislamilife.com nililtd@gmail.com

www.primeislamilife.com