



প্রাইম ইসলামী লাইফ ইন্স্যুরেন্স লিমিটেড

برائے اسلامی لائف انشورنس لمیٹید

Prime Islami Life Insurance Limited

ISO 9001 : 2015
CERTIFIED

February 10, 2022



“বীমায় সুরক্ষিত থাকলে
এগিয়ে যাব সবাই মিলে”

Office Order No.:25-2022

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 Rezaur Rahman Bhuiyan (2946), Officer	Accounts Dept., Hathazari Full Fledged SC	Cash Section, Agrabad SC
02	Mr. Md. Mizanur Rahman (2290), Junior Officer	Cash Section, Basurhat org. Office, Noakhali Zone-01	Cash Section, Karamotia Bazar Org. Office, Feni Zone-02
03	Mr Md. Sharif Hossain (2924), Junior Officer	Cash Section, Karamotia Bazar Org. Office, Feni Zone-02	IT Dept., Cumilla Full Fledged SC
04	Ms. Saifun Nahar (2927), Junior Officer	Cash Section, Agrabad SC	Cash Section, Basurhat org. Office, Noakhali Zone-01

Mr. Rezaur Rahman Bhuiyan, shall handover the overall charges to Mr Shahabuddin Al- Mamun (0109), Assistant Manager, Accounts Dept., Hathazari Full Fledged SC.

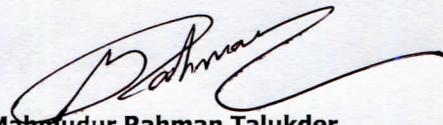
Mr. Md. Mizanur Rahman shall handover the overall charges to Mr Nur Islam (2806), Senior Executive Officer, Accounts Dept., Noakhali Full Fledged SC.

Mr. Md. Sharif Hossain shall handover the overall charges to the Incharge, Accounts Dept., Feni Full Fledged SC.

Ms. Saifun Nahar shall handover the overall charges to Mr Md. Abul Kalam Azad (0122), AVP, Accounts Dept., Agrabad Service Centre.

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 15-02-2022 with a copy to the HR & Administration Dept., Head Office, Dhaka.

Mr Rezaur Rahman Bhuiyan will be entitled to Cash allowance@ Tk.750/- (Seven Hundred Fifty) per month after execution of a surety bond of Tk.5,00,000/- (Five lac) and the Cash allowance @ Tk.750/- of Mr Md. Sharif Hossain is hereby withdrawn.


Mahmudur Rahman Talukder
Senior Vice President
HR & ADMIN Dept.

Copy forwarded to: Above 04 (Four) employees.

A.C. to: for kind information:

1. The Chief Executive Officer.
2. The DMD (Dev.) & Incharge, Dev. Admin Dept.
3. The AMD & CS, Head of HR & ADMIN.
4. The EVP & Incharge, Finance & Accounts Dept.
5. Mr. Shahabuddin Al- Mamun (0109), Asst. Manager, Accounts Dept., Hathazari Full Fledged SC.
6. Mr Nur Islam (2806), Senior Executive Officer, Accounts Dept., Noakhali Full Fledged SC.
7. The Incharge, Accounts Dept., Feni Full Fledged SC.
8. Mr Md. Abul Kalam Azad (0122), AVP, Accounts Dept., Agrabad Service Centre.
9. Master file. 10. Office Order file. 11. Personal file.
1. The DMD (Dev.) & Incharge, Chattogram.
2. The SEVP (PRT) & Incharge, Cumilla Corp. Zone.
3. The EVP (PRT) & Incharge, Chattogram Zone-12
4. The EVP (PRT) & Incharge, Noakhali Zone-01.
5. The EVP (PRT) & incharge, Feni Zone-02.

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 : ৮৮-০২-৪১০৭০১৭৯, ই-মেইল : pilil@primeislamilife.com, pililbd@gmail.com, web www.primeislamilife.com