



প্রাইম ইসলামী লাইফ ইন্স্যুরেন্স লিমিটেড

برائے اسلامی لائف انشورنس لمیٹیڈ

Prime Islami Life Insurance Limited

ISO 9001 : 2015
CERTIFIED

February 22, 2022



“বীমায় সুরক্ষিত থাকলে
এগিয়ে যাব সবাই মিলে”

Office Order No.:35-2022

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	Ms. Sonia Afroze (1316), SEO	U/W Dept., Bhandaria FPR Centre, Barishal Corp. Zone-03	U/W Dept., Lalmohon Org. Office, Barishal Zone-02
02	Mr. Md. Monirul Islam (2882), EO	IT Dept., Lalmohon Org. Office, Barishal Zone-02	Cash Section, Lalmohon Org. Office, Barishal Zone-02
03	Mr. Md. Aftab Uddin (0676), Senior Officer	U/W Dept., Lalmohon Org. Office, Barishal Zone-02	U/W Dept., Shubadda FPR Centre, Dhaka Zone-07
04	Mr. Md. Ibrahim (1592), Senior Officer	Cash Section, Bhola Org. Office (2178), Barishal Zone-02	Cash Section, Zia Nagar Org. Office, Barishal Corp. Zone-03
05	Mr. Md. Shafiqul Islam (1355), Senior Officer	Cash Section, Zia Nagar Org. Office, Barishal Corp. Zone-03	Cash Section, Bhola Org. Office (2178), Barishal Zone-02
06	Ms. Sharmin Akter (0998), Officer	Cash Section, Bhola Sador Org. Office (3048), Barishal Zone-02	Cash Section, Jhalokathi Org. Office, Barishal Corp. Zone-03
07	Ms. Tania Akter (2124), Officer	Cash Section, Jhalokathi Org. Office, Barishal Corp. Zone-03	Cash Section, Bhola Sador Org. Office (3048), Barishal Zone-02

The employees at serial no. 04, 05 06 and 07 shall handover the overall charges to Mr. Maynul Islam (1135), Senior Officer, Accounts Dept., Barishal 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 27-02-2022 with a copy to the HR & Administration Dept., Head Office, Dhaka.

After Joining at Cash Section, Lalmohon FPR Centre, Mr. Md. Monirul Islam is hereby advised to deal with work of IT Dept., at same premises in addition to his existing duties until further order.

Mr. Mohammad Jahangir Hossain (2852), Senior Executive Officer, Accounts Dept., Bhandaria FPR Centre, Baishal Corp. Zone-03 is hereby assigned to deal with work of U/W Dept., of Bhandaria FPR Centre sitting at same premises in addition to his existing duties until further Order.

Mr. Md. Monirul Islam will be entitled to Cash allowance@ Tk.750/- (Six Hundred Fifty) per month after execution of a surety bond of Tk.5,00,000/- (Five lac).

Mahmudur Rahman Talukder
Senior Vice President (HR & ADMIN)

Copy forwarded to: Above 08 (Eight) employees.

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



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Mahmudur Rahman Talukder
Senior Vice President (HR & ADMIN)

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C.C. to: for kind information:

1. The Chief Executive Officer
2. The DMD (Dev.) & Incharge, Dev. Admin Dept.
3. The AMD and Head of HR & ADMIN.
4. The EVP & Incharge, IT Dept.
5. The EVP & Incharge, Finance & Accounts Dept.
6. The SVP & Incharge, Underwriting and Reinsurance Dept. with a request to arrange necessary U/W training for Mr. Mohammad Jahangir Hossain.
7. Master file. 8. Office Order file. 9. Personal file
1. The EVP (PRT) & Incharge, Barishali Corp. Zone.
2. The J EVP (PRT) & Incharge, Barishal Zone-02.
3. The Incharge, respective Offices.

স্বার্থিক নিরাপত্তার সেতুবন্ধন

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