



প্রাইম ইসলামী লাইফ ইন্স্যুরেন্স লিমিটেড

برائے اسلامی لائف انشورنس لمیٹیٹڈ

Prime Islami Life Insurance Limited

ISO 9001 : 2015
CERTIFIED

March 14, 2022



“বীমায় সুরক্ষিত থাকলে
এগিয়ে যাব সবাই মিলে”

Office Order No.:50-2022

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

SI	Name, Desig. & ID No	Present Dept./Office	Transferred to
01	Mr. Siddiqur Rahman (0585), Manager	Underwriting Dept., Bancharampur FPR Centre, B. Baria Zone-01	Underwriting Dept., Hathazari Full Fledged SC, Chattogram Zone-12
02	Mr. Md. Rejaul Karim (1631), Officer	Underwriting Dept., Hathazari Full Fledged SC, Chattogram Zone-12	Underwriting Dept., Bancharampur FPR Centre, B. Baria Zone-01

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 20-03-2022 with a copy to the HR & Administration Dept., Head Office, Dhaka.

The additional responsibility of Mr. Siddiqur Rahman vide Office Order No.:240-2021, dated December 13, 2021 is hereby cancelled.

The additional responsibility of Mr. Md. Rejaul Karim vide Office Order No.:158-2021, dated September 12, 2021 & Office Order No.:116-2021, dated July 14, 2021 & Office Order No.:176-2020, dated November 14, 2020 vide Office Order No.:216-2020, dated September 05, 2020 is hereby cancelled.

After Joining at Underwriting Dept., Hathazari Full Fledged SC Mr. Siddiqur Rahman (0585), is hereby assigned to prepare & issue Policy schedule (Bima Dalil) and SB related file and he is also assigned to sign the policy Schedule (Bima Dalil) and SB file as checking officer and he is also assigned deal with Dev. Admin related works sitting at the same premises in addition to his existing duties.

After Joining at Underwriting Dept., Bancharampur FPR Centre, Brahmanbaria Zone-01 Md. Rejaul Karim (1631) may be authorized to counter sign the policy Schedule (Bima Dalil) Akok & DPS as an authorized officer and he is also assigned to monitor Bima Dalil issuing process sitting at same premises in addition to his existing duties.

Mahmudur Rahman Talukder

Senior Vice President
HR & ADMIN Department.

• Copy forwarded to: Above 02 (Two) employees.

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



প্রাইম ইসলামী লাইফ ইন্স্যুরেন্স লিমিটেড

برائے اسلامی لائف انشورنس لمیٹیڈ

Prime Islami Life Insurance Limited

ISO 9001 : 2015
CERTIFIED

March 14, 2022



“বীমায় সুরক্ষিত থাকলে
এগিয়ে যাব সবাই মিলে”

Office Order No.:50-2022

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

SI	Name, Desig. & ID No	Present Dept./Office	Transferred to
01	Mr. Siddiqur Rahman (0585), Manager	Underwriting Dept., Bancharampur FPR Centre, B. Baria Zone-01	Underwriting Dept., Hathazari Full Fledged SC, Chattogram Zone-12
02	Mr. Md. Rejaul Karim (1631), Officer	Underwriting Dept., Hathazari Full Fledged SC, Chattogram Zone-12	Underwriting Dept., Bancharampur FPR Centre, B. Baria Zone-01

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 20-03-2022 with a copy to the HR & Administration Dept., Head Office, Dhaka.

The additional responsibility of Mr. Siddiqur Rahman vide Office Order No.:240-2021, dated December 13, 2021 is hereby cancelled.

The additional responsibility of Mr. Md. Rejaul Karim vide Office Order No.:158-2021, dated September 12, 2021 & Office Order No.:116-2021, dated July 14, 2021 & Office Order No.:176-2020, dated November 14, 2020 vide Office Order No.:216-2020, dated September 05, 2020 is hereby cancelled.

After Joining at Underwriting Dept., Hathazari Full Fledged SC Mr. Siddiqur Rahman (0585), is hereby assigned to prepare & issue Policy schedule (Bima Dalil) and SB related file and he is also assigned to sign the policy Schedule (Bima Dalil) and SB file as checking officer and he is also assigned deal with Dev. Admin related works sitting at the same premises in addition to his existing duties.

After Joining at Underwriting Dept., Bancharampur FPR Centre, Brahmanbaria Zone-01 Md. Rejaul Karim (1631) may be authorized to counter sign the policy Schedule (Bima Dalil) Akok & DPS as an authorized officer and he is also assigned to monitor Bima Dalil issuing process sitting at same premises in addition to his existing duties.

Mahmudur Rahman Talukder

Senior Vice President
HR & ADMIN Department.

• Copy forwarded to: Above 02 (Two) employees.

C.C. to: for kind information:

1. The Chief Executive Officer
2. The DMD (Dev.) & Incharge, Dev. ADMIN Dept.
3. The DMD (Dev.), Chattogram, Rajshahi, Bagmara Corp. Zone.
4. The AMD & Head of HR & ADMIN Dept.
5. The SVP & Incharge, Underwriting & Reinsurance Dept.
6. Master file.
7. Office Order file.
8. Personal file.
1. The EVP (PRT) & Incharge, Chattogram Zone-12.
2. The EVP (PRT) & Incharge, B. Baria Zone-01.
3. The Incharge, respective Offices.

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@primeislamylife.com, pililbd@gmail.com, web : www.primeislamylife.com