# প্রাইম ইসলামী লাইফ ইন্যুরেন্স লিমিটেড

## Prime Islami Life Insurance Limited

ISO 9001:2015 CERTIFIED

July 06, 2023

#### Office Order No.:118-2023

"আমার জীবন আমার সম্পদ বীমা করলে খাকবে নিরাপদ"

Mr. Md. Mahfuzur Rahman (1189), Executive Officer, Development Administration Dept., Dhaka Corp. Zone-07 is hereby transferred to Training Dept., Head Office, Dhaka.

Mr. Md. Mahfuzur Rahman shall handover his overall charges along with Papers/Documents (if any) to Syed Anowarul Haque, DVP & Operation Incharge, City Service Centre, Dhaka.

Mr. Md. Mahfuzur Rahman is advised to report his joining to the Senior Vice President & Incharge, Shariah & Training Dept., immediately along with Stationary Items and Computer allotted to him with a copy to the HR & Admin Dept., Head Office, Dhaka.

Ms. Shilpy Akter (1179), Senior Executive Officer, Policy Servicing Dept., Rangpur Corp. Zone is hereby advised to work at Call Centre, sitting at same premises in addition to her existing duties until further order.

Mahmudur Rahman Talukder Senior Vice President (HR & ADMIN)

· Ms. Shilpy Akter (1179), Senior Executive Officer.

Mr. Md. Mahfuzur Rahman (1189), Executive Officer.

# প্রাইম ইসলামী লাইফ ইন্যুরেন্স লিমিটেড

### Prime Islami Life Insurance Limited

ISO 9001 : 2015 CERTIFIED

July 06, 2023

### Office Order No.:118-2023

"আমার জীবন আমার সম্পদ বীমা করলে থাকবে নিরালদ"

Mr. Md. Mahfuzur Rahman (1189), Executive Officer, Development Administration Dept., Dhaka Corp. Zone-07 is hereby transferred to Training Dept., Head Office, Dhaka.

Mr. Md. Mahfuzur Rahman shall handover his overall charges along with Papers/Documents (if any) to Syed Anowarul Haque, DVP & Operation Incharge, City Service Centre, Dhaka.

Mr. Md. Mahfuzur Rahman is advised to report his joining to the Senior Vice President & Incharge, Shariah & Training Dept., immediately along with Stationary Items and Computer allotted to him with a copy to the HR & Admin Dept., Head Office, Dhaka.

Ms. Shilpy Akter (1179), Senior Executive Officer, Policy Servicing Dept., Rangpur Corp. Zone is hereby advised to work at Call Centre, sitting at same premises in addition to her existing duties until further order.

Mahmudur Rahman Talukder Senior Vice President (HR & ADMIN)

Ms. Shilpy Akter (1179), Senior Executive Officer.

Mr. Md. Mahfuzur Rahman (1189), Executive Officer.

#### C.C. to: for kind information:

The Chief Executive officer

The Deputy Managing Director (Operation).

The DMD (Dev.) & Incharge, Dev. Admin Dept.

- The SVP & Incharge, Shariah & Training Dept.
- The Operation Incharge, City Service Centre.
- Master file
- 7. Office Order file
- Personal file.

 The SEVP (PRT) & Incharge, Rangpur Corp. Zone.