



প্রাইম ইসলামী লাইফ ইন্স্যুরেন্স লিমিটেড
برائے اسلامی لائف انشورنس لمیٹیڈ
Prime Islami Life Insurance Limited

ISO 9001:2015
CERTIFIED

July 30, 2023

“আমার জীবন আমার সম্পদ
বীমা করলে থাকবে নিরাপদ”

Office Order No.:135-2023

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. Mohammad Ferdousul Alam (1127), Executive Officer	Cash Section, Kashimpur FPR Center (0554)	Cash Section, Polli Biddut FPR Center (0538)
02	Mr. Md. Azadul Islam (2210), Junior Officer	Cash Section, Polli Biddut FPR Center (0538)	U/W Dept., Polli Biddut FPR Center (0538)

Mr. Mohammad Ferdousul Alam and Mr. Md. Azadul Islam shall handover the overall charges to Mr. K. M. Monower Hossain (1276), Assistant Vice President, Finance & Accounts Department of City Service Centre, Dhaka

The above employees are advised to report their joining to the Incharge Pollibidut FPR Centre along with Computer, Stationary Items allotted to them and release letter with photocopy of attendance register with their last attendance from their existing offices immediate after July 2023 Business closing with a copy to the HR & Administration Dept., Head Office, Dhaka.

The additional responsibility of Mr. Mohammad Ferdousul Alam vide Office Order No.:117-2020 dated 06-07-2020 at Underwriting Dept., is hereby cancelled.

Cash allowance of Mr. Md. Azadul Islam @Tk.750/- is hereby withdrawn.


Mahmudur Rahman Talukder
Senior Vice President
HR & ADMIN Department

- Copy forwarded to: Above 03 (Three) employees.

আর্থিক নিরাপত্তার সেতুবন্ধন



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Mahmudur Rahman Talukder
Senior Vice President
HR & ADMIN Department

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C.C. to: for kind information:

1. The Chief Executive officer.
2. The Deputy Managing Director (Operation).
3. The DMD (Dev.) & Incharge, Dev. Admin Dept.
4. The SEVP & Chief Financial Officer.
5. The SVP & Incharge, Policy Servicing Dept.
6. Mr. K. M. Monower Hossain (1276), Assistant Vice President, Finance & Accounts Department of City Service Centre, Dhaka.
7. Master file
8. Office Order file.
9. Personal file.
1. The EVP (PRT) & Incharge, Dhaka Zone-08
2. The Incharge, Kashimpur FPR Center.
3. The Incharge, Polli Biddut FPR Center.
4. The Incharge, Respective Offices.

আর্থিক নিরাপত্তার সেতুবন্ধন