Prime Islami Life Insurance Limited

ISO 9001:2015 CERTIFIED

August 23, 2023

Office Order No.:152-2023

"আমার জীবন আমার সম্পদ বীমা করলে থাক্বে নিরাপদ"

For the greater interest of the Company, the following employees are hereby assigned to carry out the additional responsibilities sitting at same premises in addition to their existing duties until further order:

SI.	Name, Desig., Dept.	Present Office	Additional responsibility
01	Mr. Md. Kamrul Hasan (0948), Senior Executive Officer	Claims Dept., Noakhali Service Center(0060), Noakhali Zone-01	OR related works
02	Mr. Amran Uddin (1325), Executive Officer	IT Dept., Noakhali Service Center(0060), Noakhali Zone-01	Dalil related works
03	Mr. Abul Hossain (1687), Senior Officer	U/W Dept., Noakhali Service Center(0060), Noakhali Zone-01	Docket related works

The additional responsibilities of Mr. Md. Kamrul Hasan, Mr. Amran Uddin, Mr. Abul Hossain shall come into force with immediate effect and remain valid until further order.

Mahmudur Rahman Talukder

Executive Vice President HR & ADMIN Department

Mr. Md. Kamrul Hasan (0948), Senior Executive Officer.

Mr. Amran Uddin (1325), Executive Officer.

Mr. Abul Hossain (1687), Senior Officer.

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03	Mr. Abul Hossain (1687), Senior Officer	U/W Dept., Noakhali Service Center(0060), Noakhali Zone-01	Docket related works

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Mahmudur Rahman Talukder

Executive Vice President HR & ADMIN Department

Mr. Md. Kamrul Hasan (0948), Senior Executive Officer.

Mr. Amran Uddin (1325), Executive Officer.

Mr. Abul Hossain (1687), Senior Officer.

C.C. to: for kind information:

- The Chief Executive officer.
- 2. The Deputy Managing Director (Operation).
- 3. The DMD (Dev.) & Incharge, Dev. Admin Dept.
- 4. The SVP & Incharge, Policy Servicing & Claims Dept.
- 5. The SVP & Incharge, U/W & Re Insurance Dept.
- 6. The SVP & Incharge, IT Dept.
- 7. The Operation Incharge, Noakhali Zone-01.
- 8. Master file
- 9. Office Order file.
- 10. Personal file.

 The EVP (PRT) & Incharge, Noakhali Zone.