



প্রাইম ইসলামী লাইফ ইন্স্যুরেন্স লিমিটেড

برائے اسلامی لائف انشورنس لمیٹیڈ

Prime Islami Life Insurance Limited

ISO 9001:2015
CERTIFIED

November 16, 2023

“আমার জীবন আমার সম্পদ
বীমা করলে থাকবে নিরাপদ”

Office Order No.:224-2023

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	Remarks
01	Mr. Mohammad Moddasser Ibrahim (0767), Manager	Claims Dept., Head Office, Dhaka	Underwriting Dept., Hathazari Full Fledged SC, Chattogram Zone-12	As Operation Incharge, Chattogram Zone-12
02	Mr. Md. Nurannabi (0139), Deputy Manager	Internal Audit Dept., (Operation Incharge) Netrokona Full Fledged SC	Internal Audit Dept., Rangpur Corp. Zone	Transfer
03	Mr. Matiar Rahman Mallik (0152), Assistant Manager	Internal Audit Dept., Feni Full Fledged SC	Internal Audit Dept., Netrokona Full Fledged SC	As Operation Incharge, Netrokona Zone

Gazi mahamudur Rahman (1473), Manager, Noakhali Full fledged SC may be advised to sit and work at Internal Audit related works at Feni Full Fledged SC for 02 (Two) day(s) in a week in addition to his existing duties until further order.

Mr. Mohammad Moddasser Ibrahim shall handover his overall charges along with Papers/Documents and his computer (if any) to Mr. Mohammad Alamgir Hossain Khan, Senior Vice President & Incharge, Claims Department, Head Office, Dhaka

Mr. Matiar Rahman Mallik shall handover his overall charges along with Papers/Documents and his Computer (if any) to Gazi mahamudur Rahman (1473), Manager, Noakhali Full fledged SC.

After Joining Mr. Matiar Rahman Mallik at Netrokona Full Fledged SC Mr. Md. Nurannabi shall handover his overall charges along with Papers/Documents and his Computer (if any) to Mr. Matiar Rahman Mallik.

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 22-11-2023 with a copy to the HR & Administration Dept., Head Office, Dhaka.

Mahmudur Rahman Talukder
Executive Vice President
HR & ADMIN Department

- Copy forwarded to: Above 04 (Four) employees.

আর্থিক নিরাপত্তার সেতুবন্ধন



প্রাইম ইসলামী লাইফ ইন্স্যুরেন্স লিমিটেড

برائے اسلامی لائف انشورنس لمیٹید

Prime Islami Life Insurance Limited

ISO 9001:2015
CERTIFIED

November 16, 2023

“আমার জীবন আমার সম্পদ
বীমা করলে থাকবে নিরাপদ”

Office Order No.:224-2023

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	Remarks
01	Mr. Mohammad Moddasser Ibrahim (0767), Manager	Claims Dept., Head Office, Dhaka	Underwriting Dept., Hathazari Full Fledged SC, Chattogram Zone-12	As Operation Incharge, Chattogram Zone-12
02	Mr. Md. Nurannabi (0139), Deputy Manager	Internal Audit Dept., (Operation Incharge) Netrokona Full Fledged SC	Internal Audit Dept., Rangpur Corp. Zone	Transfer
03	Mr. Matiar Rahman Mallik (0152), Assistant Manager	Internal Audit Dept., Feni Full Fledged SC	Internal Audit Dept., Netrokona Full Fledged SC	As Operation Incharge, Netrokona Zone

Gazi mahamudur Rahman (1473), Manager, Noakhali Full fledged SC may be advised to sit and work at Internal Audit related works at Feni Full Fledged SC for 02 (Two) day(s) in a week in addition to his existing duties until further order.

Mr. Mohammad Moddasser Ibrahim shall handover his overall charges along with Papers/Documents and his computer (if any) to Mr. Mohammad Alamgir Hossain Khan, Senior Vice President & Incharge, Claims Department, Head Office, Dhaka

Mr. Matiar Rahman Mallik shall handover his overall charges along with Papers/Documents and his Computer (if any) to Gazi mahamudur Rahman (1473), Manager, Noakhali Full fledged SC.

After Joining Mr. Matiar Rahman Mallik at Netrokona Full Fledged SC Mr. Md. Nurannabi shall handover his overall charges along with Papers/Documents and his Computer (if any) to Mr. Matiar Rahman Mallik.

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 22-11-2023 with a copy to the HR & Administration Dept., Head Office, Dhaka.


Mahmudur Rahman Talukder
Executive Vice President
HR & ADMIN Department

- Copy forwarded to: Above 04 (Four) employees.

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 DMD (Dev.)
5. The SVP & Incharge. Internal Audit Dept.
6. The SVP & Incharge, Claims Dept.
7. The Operation Incharge, Rangpur Corp. Zone.
8. Master file
9. Office Order file.
10. Personal file.
1. The AMD (Dev.) & Incharge, Sylhet Corp. Zone.
2. The AMD & Incharge, Chattogram Corp. Zone-01
3. The SEVP (PRT) & Incharge, Rangpur Corp. Zone.
4. The EVP (PRT) & Incharge, Netrokona Zone.
5. The EVP (PRT) & Incharge, Noakhali Zone-01.
6. The EVP (PRT) & incharge, Chattogram Zone-12
7. The EVP (PRT) & Incharge, Feni Zone.

আর্থিক নিরাপত্তার সেতুবন্ধন