# Prime Islami Life Insurance Limited

ISO 9001:2015 CERTIFIED

March 19, 2024

"করবো বীমা, গড়বো দেশ স্মার্ট হবে বাংলাদেশ"

## Office Order No.:54-2024

For the greater interest of the Company, Mr. Md. Taherul Islam (1341), Executive Officer, IT Dept., Chapainababgonj FPR Center (0305), Rajshahi Corp. Zone-03 is hereby transferred to Underwriting Dept., Santhia FPR Center (0642), Rajshahi Corp. Zone-03.

Mr. Md. Taherul Islam shall handover the overall charges along with Computer/Papers/Documents (if any) to Mr. Md. Taibur Rahman (0625), Manager, U/W Dept., Chapainababgonj FPR Center (0305), Rajshahi Corp. Zone-03.

Mr. Md. Taherul Islam is advised to report his joining to the Incharge, Santhia FPR Center along with Stationary Items allotted to him and release letter from his existing office by 24-03-2024 with a copy to the HR & Administration Dept., Head Office, Dhaka.

Mahmudur Rahman Talukder

Executive Vice President HR & ADMIN Department

Copy forwarded to:

Mr. Md. Taherul Islam (1341), Executive Officer

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Mahmudur Rahman Talukder

Executive Vice President HR & ADMIN Department

Copy forwarded to:

Mr. Md. Taherul Islam (1341), Executive Officer

### 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 EVP & Incharge, U/W & Re Insurance Dept. with a request to provide with necessary training to Mr. Md. Taherul Islam.
- Master file
- 6. Master file.
- 7. Personal file.

- 1. The SEVP (PRT) & Incharge, Rajshahi Corp. Zone-03.
- 2. The Incharge, Chapainababgonj FPR Center (0305).
- 3. The Incharge, Santhia FPR Center(0642).