



প্রাইম ইসলামী লাইফ ইন্স্যুরেন্স লিমিটেড

برائے اسلامى لائف انشورنس لمیٹید
Prime Islami Life Insurance Limited

ISO 9001:2015
CERTIFIED

April 18, 2024

“করবো বীমা, গড়বো দেশ
স্মার্ট হবে বাংলাদেশ”

Office Order No.:75-2024

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. Abdullah Md. Noman (2756), Officer	Underwriting Dept., Ukhiya FPR Center(0232), Cox's Bazar Zone-01	Cash Section, Moriccha Org. Office(0550), Cox's Bazar Zone-01
02	Md. Sayed Hossan (2561), Officer	Cash Section, Moriccha Org. Office(0550), Cox's Bazar Zone-01	Cash Section, Ukhiya FPR Center(0232), Cox's Bazar Zone-01

Mr. Abdullah Md. Noman and Md. Sayed Hossan shall handover the overall charges to Mr. Farhad Bin Muhammad Abdul Aziz (2800), Senior Officer, Accounts Dept., Cox's Bazar Service Centre.

Mr. Abdullah Md. Noman and Md. Sayed Hossan are advised to report their joining to the Incharge, respective offices along with Stationary Items allotted to them and release letter from their existing office by 23-04-2024 with a copy to the HR & Administration Dept., Head Office, Dhaka.

The additional responsibility of Mr. Abdullah Md. Noman vide Office Order No.:217-2023, dated 12-11-2023 at Cash Section, Ukhiya FPR Center is hereby cancelled.

After Joining Md. Sayed Hossan at Ukhiya FPR Center is hereby advised to deal with work of Underwriting related works sitting at same premises in addition to his existing duties until further order.


Mahmudur Rahman Talukder
Executive Vice President
HR & ADMIN Department

- Copy forwarded to: Above 02 (Two) employees.

আর্থিক নিরাপত্তার সেতুবন্ধন



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Executive 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, U/W & Re Insurance Dept. With a request to provide necessary U/W Training to Md. Sayed Hossan.
6. The Operation Incharge, Cox's Bazar Zone.
7. Master file.
8. Office Order file.
9. Personal file.
1. The EVP (PRT) & Incharge, Cox's Bazar Zone
2. The Incharge, Ukhiya FPR Center
3. The Incharge, Morichha Org. Office

আর্থিক নিরাপত্তার সেতুবন্ধন