



October 07, 2019

## Office Order No.:292-2019

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	Remarks
01	Mr. Anarul Islam (0047), Assistant Vice President	Underwriting Dept. Chapainawabgonj FPR Centre, Rajshahi Zone-3	Underwriting Dept., Gazipur FPR Centre, Dhaka Zone-03	
02	Mr. Md. Taibur Rahman (0625), Joint Assistant Vice President	Claims Dept., Rajshahi Full Fledge SC	Underwriting Dept. Chapainawabgonj FPR Centre, Rajshahi Zone-03	
03	Mr. Risur Rahman (0938), Executive Officer	Underwriting Dept., Gazipur FPR Centre, Dhaka Zone-03	Underwriting Dept., B. Baria Full Fledge SC	
04	Mr. Md. Torikul Islam (1748), Assistant Officer (IT)	IT Dept., Rajshahi Zone-03 SC	Policy Servicing Dept., Dalil Section, Chapainawabgonj FPR Centre, Rajshahi Zone-03	

The above employees are advised to report their joining to the Incharge of respective offices along with release letter from their existing office by 13-10-2019 with a copy to the Administration Dept., Head Office, Dhaka.

After Joining at Underwriting Dept., B. Baria Full Fledge SC, Mr. Risur Rahman is hereby advised to work at Dev. Admin Dept., at same premises in addition to his existing duties.

Mr. Md. Al Amin (0438), Junior office, Cash Section, B. Baria Full Fledge Service Centre is hereby advised to work at Commission Section, at same premises in addition to his existing duties.

The additional responsibility of Mr. Risur Rahman and Mr. Md. Al Amin shall come into force with immediate effect and shall remain valid until further order.

The transfer of A.K.M. Farid (0288), Senior Executive Officer, vide Office Order No.:285-2019, dated October 02, 2019 at Dev. Admin Dept., and additional responsibility Commission Section, B. Baria Full Fledge Service Centre is also hereby cancelled and he will stay at his existing place of posting.

**Mahmudur Rahman Talukder**

Senior Vice President  
Administration Department.

• Copy forwarded to: Above 05 (Five) employees.

**C.C. to:**

1. The Chief Executive Officer for kind information.
2. The Deputy Managing Director & CFO.
3. The SEVP & Incharge, Administration Dept.
4. The EVP & Incharge (U/W).
5. The EVP & Incharge (IT)
6. The SVP, Finance & Accounts Dept., Head Office.
7. The JSVP & Incharge, Policy Servicing & Claims.
8. The JVP & Incharge (I/A)
9. Master file.
10. Office Order file.
11. Personal file.
1. The Asst. MD (Dev.) & Incharge, Dhaka Corp. Zone-03.
2. The EVP (PRT) & Incharge, Rajshahi Zone.
3. The EVP (PRT) & Incharge, B. Baria Zone.
4. The respective Office Incharges.

আর্থিক নিরাপত্তার সেতুবন্ধন



প্রাইম ইসলামী লাইফ ইন্স্যুরেন্স লিমিটেড  
برائيم اسلامي لايف انشورنس لميتيد  
Prime Islami Life Insurance Limited



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**Mahmudur Rahman Talukder**  
Senior Vice President  
Administration Department.

• Copy forwarded to: Above 05 (Five) employees.

আর্থিক নিরাপত্তার সেতুবন্ধন