



প্রাইম ইসলামী লাইফ ইন্স্যুরেন্স লিমিটেড

برائے اسلامی لائف انشورنس لمیٹید

Prime Islami Life Insurance Limited

ISO 9001:2015
CERTIFIED

July 29 2024

“করবো বীমা, গড়বো দেশ
স্মার্ট হবে বাংলাদেশ”

Office Order No.:128-2024

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	Remarks
01	Mr. Al Amran (0415), Deputy Vice President	Claims Dept., Head Office, Dhaka	Claims Dept., City Service Centre, Dhaka	As Incharge, Policy Servicing & Claims Dept.
02	Mr. Md. Mahabubur Rahman (2563), Deputy Vice President	Policy Servicing Dept., City Service Centre, Dhaka	Group Insurance Division Head Office, Dhaka	—
03	Mr. Md. Kawsar (0842), Assistant Manager	Claims Dept., City Service Centre, Dhaka	Claims Dept., Head Office, Dhaka	—
04	Ms. Rahima Akter (0908), Assistant Manager	Policy Servicing Dept., Head Office, Dhaka	Claims Dept., City Service Centre, Dhaka	—

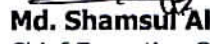
Mr. Al Amran and Ms. Rahima Akter shall handover the overall charges along with Computer/Papers/Documents (if any) to Mohammad Alamgir Hossain Khan, Senior Vice President & Incharge, Claims Dept., Head Office, Dhaka.

Mr. Md. Mahabubur Rahman and Mr. Md. Kawsar shall handover the overall charges along with Computer/Papers/Documents (if any) to Kazi Mozaffor Hossain (0990), VP & Operation Incharge, City Service Centre, Dhaka.

Mr. Al Amran and Ms. Rahima Akter are advised to report their joining to the Vice President & Operation Incharge, City Service Centre, Dhaka along with Stationary Items allotted to them and release letter from their existing Dept., by 01-08-2024 with a copy to the HR & Administration Dept., Head Office, Dhaka.

Mr. Md. Mahabubur Rahman is advised to report his joining to the DMD (Dev.) & Incharge, Dev. Admin Dept., Head Office, Dhaka along with Stationary Items allotted to him and release letter from his existing Office by 01-08-2024 with a copy to the HR & Administration Dept., Head Office, Dhaka.

Mr. Md. Kawsar is advised to report his joining to the Senior Vice President & Incharge, Claims Dept., Head Office, Dhaka along with Stationary Items allotted to him and release letter from his existing office by 01-08-2024 with a copy to the HR & Administration Dept., Head Office, Dhaka.


Md. Shamsul Alam
Chief Executive Officer

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

আর্থিক নিরাপত্তার সেতুবন্ধন



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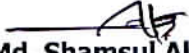
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Md. Shamsul Alam
Chief Executive Officer

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C.C. to: for kind information:

1. The Additional Managing Director
2. The DMD (Dev.) & Incharge, Dev. Admin Dept.
3. The EVP, HR & Admin Dept.
4. The SVP & Incharge, Claims Dept.
5. The Operation Incharge, City Service Centre, Dhaka.
6. Master file.
7. Personal file.

আর্থিক নিরাপত্তার সেতুবন্ধন