



প্রাইম ইসলামী লাইফ ইন্স্যুরেন্স লিমিটেড

برائے اسلامی لائف انشورنس لمیٹید

Prime Islami Life Insurance Limited

ISO 9001:2015
CERTIFIED

August 29, 2024

“করবো বীমা, গড়বো দেশ
স্মার্ট হবে বাংলাদেশ”

Office Order No.:154-2024

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. Md. Kamrul Islam (1032), Executive Officer	Cash Section, Dohar Org. Office(0176), Dhaka Zone-16	Cash Section, Shashongaon FPR Centre (0497), Dhaka Zone-16	
02	Mr. Md. Ziaul Haq (2378), Junior Officer	Cash Section, Shashongaon FPR Centre (0497), Dhaka Zone-16	Cash Section, Dohar Org. Office(0176), Dhaka Zone-16	

Mr. Md. Kamrul Islam and Mr. Md. Ziaul Haq shall handover the overall charges to Mr. Md. Meraj Hossain (0668), Executive Officer, Finance & Accounts Dept., Link Road Full Service Center, Dhaka Zone-16.

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 immediate after Business closing of August 2024 with a copy to the HR & Administration Dept., Head Office, Dhaka.

The additional responsibility of Mr. Md. Kamrul Islam vide Office Order No.:149-2024, dated 22-08-2024 and Mr. Md. Ziaul Haq vide Office Order No.:44-2024, dated 24-03-2024 at Call Centre related works is hereby cancelled.

After Joining Mr. Md. Kamrul Islam at Shashongaon FPR Centre and Mr. Md. Ziaul Haq at Dohar Org. Office is hereby advised to work at Call center siting at same premises in addition to there 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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Mahmudur Rahman Talukder
Executive Vice President
HR & ADMIN Department

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C.C. to: for kind information:

1. The Chief Executive officer.
2. The Additional Managing Director.
3. The DMD (Dev.) and Incharge, Dev. Admin Dept.
4. The DMD (Dev.)
5. The SEVP & Chief Financial Officer.
6. Mr. Shorwar Alam (0375), VP, Claims Dept., Head Office, Dhaka.
7. Mr. Md. Meraj Hossain (0668), Executive Officer, F/A Dept., Link Road Full Service Center, Dhaka Zone-16.
8. Office Order file.
9. Personal file.
1. The EVP (PRT) & Incharge, Dhaka Zone-16.
2. The Incharge, Shashongaon FPR Centre.
3. The Incharge, Dohar Org. Office.

আর্থিক নিরাপত্তার সেতুবন্ধন