



প্রাইম ইসলামী লাইফ ইন্স্যুরেন্স লিমিটেড

برائے اسلامی لائف انشورنس لمیٹید

Prime Islami Life Insurance Limited

ISO 9001:2015
CERTIFIED

September 17, 2024

Office Order No.:162-2024

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
01	Ms. Monwara Begum (0944), Executive Officer	Cash Section, Chhatak Agency Office(0418), Sylhet Zone-01	Cash Section, Kanaighat Org. Office(0533), Sylhet Zone-02
02	Mr. Md. Badrul Islam (2442), Junior Officer	Cash Section, Kulaura Agency Office(0577), Sylhet Zone-01	Cash Section, Adampur Org. Office, Moulavibazar Zone

Ms. Monwara Begum and Mr. Md. Badrul Islam shall handover the overall charges to Mr. Enayet Kabir (1277), DVP & Operation Incharge, Sylhet Full Fledged SC, Sylhet Corp. Zone.

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 with photocopy of attendance register with their last attendance from their existing offices by 23-09-2024 with a copy to the HR & Administration Dept., Head Office, Dhaka.

Mr. Md. Habibur Rahman (2833), Junior Officer, Cash Section, Juri Organization Office(0106), Moulavibazar Zone is hereby advised to sit and work at Cash Section, Kulaura Agency Office(0577), Sylhet Zone-01 for 02 (Two) day(s) in a week and Mr. MD. Salim Ahmed (2354), Officer, Cash Section, Sylhet Full Service Center(0532), Sylhet Corporate Zone is hereby advised to sit and work at Cash Section, Chhatak Agency Office(0418), Sylhet Zone-01 for 01 (One) day in a week in addition to their existing duties until further Order.

The additional responsibility of Syed Amdadul Haque (2991), Junior Officer, Cash Section, Golapgonj Organization Office(0408), Sylhet Zone-02 vide Office Order No.:120-2024, dated 10-07-2024 at Cash Section, Kanaighat Org. Office is hereby cancelled.

Mahmudur Rahman Talukder

Executive Vice President
HR & ADMIN Department

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

আর্থিক নিরাপত্তার সেতুবন্ধন



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Mahmudur Rahman Talukder

Executive Vice President
HR & ADMIN Department

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

C.C. to: for kind information:

1. The Chief Executive officer.
2. The Additional Managing Director.
3. The SEVP & Chief Financial Officer.
4. Mr. Enayet Kabir (1277), DVP & Operation Incharge, Sylhet Full Fledged SC.
5. Personal file.
1. The AMD (Dev.) & Incharge, Sylhet Corp. Zone.
2. The EVP (PRT) & Incharge, Sylhet Zone-01.
3. The EVP (PRT) & Incharge, Moulavibazar Zone
4. The Incharge, Sylhet Zone-02
5. The Incharge, Respective Offices.

আর্থিক নিরাপত্তার সেতুবন্ধন