



প্রাইম ইসলামী লাইফ ইন্স্যুরেন্স লিমিটেড  
برائے اسلامی لائف انشورنس لمیٹید  
Prime Islami Life Insurance Limited

ISO 9001:2015  
CERTIFIED

October 08, 2024

## Office Order No.:178-2024

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. Sabina Akhter (3220), Officer	Cash Section, Laksam FPR Center(0062), Cumilla Zone-04	Cash Section, Dhalua Org. Office(0345), Cumilla Zone-04 (Laksham)
02	Mr. Md. Abul Hasan (1841), Junior Officer	Cash Section, Nangalcourt Org. Office(0052), Cumilla Zone-04 (Laksham)	Cash Section, Banguda Org. Office, Cumilla Zone-04
03	Mr. Md. Rahim Ullah Khan (1970) Junior Officer	Cash Section, Dhalua Org. Office(0345), Cumilla Zone-04 (Laksham)	Cash Section, Nangalcourt Org. Office(0052), Cumilla Zone-04 (Laksham)

Ms. Sabina Akhter, Mr. Md. Abul Hasan and Mr. Md. Rahim Ullah Khan shall handover the overall charges to Mr. Mohammad Delwar Hossain (3269), Assistant Manager, Accounts Dept., Laksham FPR Centre, Cumilla Zone-04.

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 15-10-2024 with a copy to the HR & Administration Dept., Head Office, Dhaka.

The additional responsibility of Mr. Md. Rahim Ullah Khan vide Office Order No.:232-2023, dated 23-11-2023 at Call Centre related works is hereby cancelled.

After Joining at transferred Office the above employees are hereby advised to work at call Centre related works at respective offices siting at same premises in addition to their existing duties until further order.

**Mahmudur Rahman Talukder**

Executive Vice President

HR & ADMIN Department

• Copy forwarded to: Above 03 (Three) employees.

আর্থিক নিরাপত্তার সেতুবন্ধন



# প্রাইম ইসলামী লাইফ ইন্স্যুরেন্স লিমিটেড

## برائے اسلامی لائف انشورنس لمیٹید

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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 SEVP & Chief Financial Officer.
4. Mr. Shorwar Alam, VP, Claims Dept., H/O.
5. Personal file.
6. Master File
7. Office Order file.
1. The AMD (Dev.) & Incharge, Cumilla Corp. Zone.
2. The EVP (PRT) & Incharge, Cumilla Zone-04.
3. The Incharge, Respective Offices.

আর্থিক নিরাপত্তার সেতুবন্ধন