



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

ISO 9001:2015  
CERTIFIED

January 21, 2025

## Office Order No.:08-2025

Mr. Md. Meher J Uddin (3250), Junior Officer, IT Dept., Shandwip Full Service Center, Chattogram Zone-10(0309) is hereby transferred to Cash Section, Shiberhat FPR Center(0507), Chattogram Zone-10.

Mr. Md. Meher J Uddin shall handover the overall charges to Mr. Md. Saiful Islam (2554), Officer, Accounts Dept., Shandwip Full Service Center, Chattogram Zone-10.

Mr. Md. Meher J Uddin is advised to report his joining to the Incharge Shiberhat FPR Center(0507), Chattogram Zone-10 along with Stationary Items allotted to him and release letter with photocopy of attendance register of her last attendance from his existing office by 26-01-2025 with a copy to the HR & Administration Dept., Head Office, Dhaka.

After Joining at Shiberhat FPR Center, Mr. Md. Meher J Uddin is hereby advised to deal with work of Underwriting related works sitting at same premises in addition to his existing duties until further order.

After Joining at Shiberhat FPR Center, Mr. Md. Meher J Uddin the additional responsibility of Mr. Mohammad Ariful Mawla (2350), Junior Officer, Akbarhat Organization Office(0549)-Chattogram Zone-10 vide Office Order No.:221-2024, dated 04-12-2024 at U/W and IT Related works is hereby cancelled.

**Mahmudur Rahman Talukder**

Executive Vice President

HR & ADMIN Department

• Copy forwarded to: Above 02 (Two) employees.

আর্থিক নিরাপত্তার সেতুবন্ধন



# প্রাইম ইসলামী লাইফ ইন্স্যুরেন্স লিমিটেড

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**Mahmudur Rahman Talukder**

Executive Vice President

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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. Md. Saiful Islam (2554), Officer, Accounts Dept., Shandwip Full Service Center, Chattogram Zone-10.
5. Personal file.
6. Master File
7. Office Order file.
1. The AMD (Dev.) & Incharge, Chattogram Corp. Zone-01.
2. The EVP (PRT) & Incharge, Chattogram Zone-10.
3. The Incharge, respective offices.

আর্থিক নিরাপত্তার সেতুবন্ধন

প্রধান কার্যালয়ঃ গাউছে পাক ভবন (১৪ তলা), ২৮/জি/১ টয়েনবী সার্কুলার রোড, মতিঝিল বা/এ, ঢাকা-১০০০, ফোনঃ ৪১০৭০১৮০-৮৩

ফ্যাক্স : ৮৮-০২-৪১০৭০১৭৯, ই-মেইল: pilil@primeislamilife.com, web: www.primeislamilife.com