



প্রাইম ইসলামী লাইফ ইন্স্যুরেন্স লিমিটেড

برائے اسلامى لائف انشورنس لمیٹید

Prime Islami Life Insurance Limited

ISO 9001:2015
CERTIFIED

February 12, 2025

Office Order No.:27-2025

For the greater interest of the Company, the following employees are hereby transferred and the additional responsibilities are given as under:

SI	Name, Desig. & ID No	Present Dept./Office	Transferred to	Additional Responsibility
01	Mr. Md. Ferdousur Rahman (1295), Senior Officer	Cash Section, Pabna Full Fledged SC, Pabna Zone	Underwriting Dept., Pabna Full Fledged SC, Pabna Zone	He will deal with IT, Dev. Admin & Audit related works
02	Mr. Md. Yousuf Ali (2114), Officer	Underwriting Dept., Pabna Full Fledged SC, Pabna Zone	Cash Section, Pabna Full Fledged SC, Pabna Zone	He will deal with Accounts, Policy Servicing & call center related works

Mr. Md. Ferdousur Rahman shall handover the overall charges to Mr. Md. Yousuf Ali after taking over the charges Mr. Md. Yousuf Ali shall handover the overall charges to Mr. Md. Ferdousur Rahman.

The above employees are advised to report their joining to the EVP (PRT) & Incharge Pabna Full Fledged Service Centre immediately with a copy to the HR & Administration Dept., Head Office, Dhaka.

Mr. Md. Yousuf Ali will entitled to Cash allowance@ Tk.750/-(Seven Hundred Fifty) per month after execution of a surety bond of Tk.5,00,000/-(Five lac) and Cash allowance of Mr. Md. Ferdousur Rahman @Tk.750/- is hereby withdrawn.

The additional responsibility of Mr. Md. Ferdousur Rahman and Mr. Md. Yousuf Ali (2114), Officer vide Office Order No.:19-2025, dated 05-02-2025 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

برائے اسلامى لائف انشورنس لمیٹید

Prime Islami Life Insurance Limited

ISO 9001:2015
CERTIFIED

February 12, 2025

Office Order No.:27-2025

For the greater interest of the Company, the following employees are hereby transferred and the additional responsibilities are given as under:

SI	Name, Desig. & ID No	Present Dept./Office	Transferred to	Additional Responsibility
01	Mr. Md. Ferdousur Rahman (1295), Senior Officer	Cash Section, Pabna Full Fledged SC, Pabna Zone	Underwriting Dept., Pabna Full Fledged SC, Pabna Zone	He will deal with IT, Dev. Admin & Audit related works
02	Mr. Md. Yousuf Ali (2114), Officer	Underwriting Dept., Pabna Full Fledged SC, Pabna Zone	Cash Section, Pabna Full Fledged SC, Pabna Zone	He will deal with Accounts, Policy Servicing & call center related works

Mr. Md. Ferdousur Rahman shall handover the overall charges to Mr. Md. Yousuf Ali after taking over the charges Mr. Md. Yousuf Ali shall handover the overall charges to Mr. Md. Ferdousur Rahman.

The above employees are advised to report their joining to the EVP (PRT) & Incharge Pabna Full Fledged Service Centre immediately with a copy to the HR & Administration Dept., Head Office, Dhaka.

Mr. Md. Yousuf Ali will entitled to Cash allowance@ Tk.750/-(Seven Hundred Fifty) per month after execution of a surety bond of Tk.5,00,000/-(Five lac) and Cash allowance of Mr. Md. Ferdousur Rahman @Tk.750/- is hereby withdrawn.

The additional responsibility of Mr. Md. Ferdousur Rahman and Mr. Md. Yousuf Ali (2114), Officer vide Office Order No.:19-2025, dated 05-02-2025 is hereby cancelled.

Mahmudur Rahman Talukder

Executive Vice President
HR & ADMIN Department

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

C.C. to: for kind information:

1. The Chief Executive officer.
 2. The Additional Managing Director.
 3. The DMD (Dev.) & Incharge, Dev. Admin Dept.
 4. The AMD & Head of IT.
 5. The SEVP & CFO.
 6. The SVP & Incharge, Claims Dept.
 7. The SVP & Incharge, U/W Dept. With a request to provide necessary U/W Training to Mr. Md. Ferdousur Rahman.
 8. The SVP, Internal Audit Dept.
 9. Master file
 10. Office Order file.
 11. Personal file.
1. The AMD (Dev.) & Incharge, Dhaka Corp. Zone-01, Rajshahi, Chapainawabgonj, Mymensingh, Netrokona and Pabna Zone.
 2. The EVP (PRT) & Incharge, Rajshahi Corp. Zone-07.
 3. The EVP (PRT) & Incharge, Pabna Zone

আর্থিক নিরাপত্তার সেতুবন্ধন