



প্রাইম ইসলামী লাইফ ইন্স্যুরেন্স লিমিটেড

برائٹم اسلامي لائف انشورنس لميٽيڊ

Prime Islami Life Insurance Limited

ISO 9001:2015
CERTIFIED

February 17, 2025

Office Order No.:31-2025

For the greater interest of the Company, Mr. Md. Anser Ali Howlader (1288), Executive Officer, Policy Servicing Dept., Bhola Full Fledged Service Center, Bhola Zone is hereby transferred to Internal Audit Dept., at same office.

Mr. Md. Anser Ali Howlader is advised to report his joining to the EVP (PRT) & Incharge, Bhola Zone immediately with a copy to the HR & Administration Dept., Head Office, Dhaka.

The following employees of Bhola Full Fledged SC are hereby carry out the additional responsibilities as under:

Sl.	Name, Desig., Dept.	Present Office	Additional responsibilities/ responsibility
01	Mr. Md. Anser Ali Howlader (1288), Executive Officer	Internal Audit Dept., Bhola Full Fledged Service Center, Bhola Zone	He will be assigned to deal with Call Center, Dev. Admin related works in addition to his existing works.
02	Mr. Md. Rafiqul Islam (1239), Senior Officer	Claims Dept., Bhola Full Fledged Service Center, Bhola Zone	He will be assigned to deal with Maturity claims & Survival Benefit related works
03	Mr. Md. Jamal Uddin (3140), Office Assistant (Rec. Kp.)	Policy Servicing Dept., Bhola Full Fledged Service Center, Bhola Zone	He will be assigned to do record keeping, OR Issue, prepare Dalil and maintenance policy stamp.

Mahmudur Rahman Talukder
Executive Vice President
HR & ADMIN Department

Copy forwarded to:

- Mr. Md. Anser Ali Howlader (1288), Executive Officer
- Mr. Md. Rafiqul Islam (1239), Senior Officer
- Mr. Md. Jamal Uddin (3140), Office Assistant

আর্থিক নিরাপত্তার সেতুবন্ধন



প্রাইম ইসলামী লাইফ ইন্স্যুরেন্স লিমিটেড

برائے اسلامي لائف انشورنس لمیٹید

Prime Islami Life Insurance Limited

ISO 9001:2015
CERTIFIED

February 17, 2025


Office Order No.:31-2025

For the greater interest of the Company, Mr. Md. Anser Ali Howlader (1288), Executive Officer, Policy Servicing Dept., Bhola Full Fledged Service Center, Bhola Zone is hereby transferred to Internal Audit Dept., at same office.

Mr. Md. Anser Ali Howlader is advised to report his joining to the EVP (PRT) & Incharge, Bhola Zone immediately with a copy to the HR & Administration Dept., Head Office, Dhaka.

The following employees of Bhola Full Fledged SC are hereby carry out the additional responsibilities as under:

Sl.	Name, Desig., Dept.	Present Office	Additional responsibilities/ responsibility
01	Mr. Md. Anser Ali Howlader (1288), Executive Officer	Internal Audit Dept., Bhola Full Fledged Service Center, Bhola Zone	He will be assigned to deal with Call Center, Dev. Admin related works in addition to his existing works.
02	Mr. Md. Rafiqul Islam (1239), Senior Officer	Claims Dept., Bhola Full Fledged Service Center, Bhola Zone	He will be assigned to deal with Maturity claims & Survival Benefit related works
03	Mr. Md. Jamal Uddin (3140), Office Assistant (Rec. Kp.)	Policy Servicing Dept., Bhola Full Fledged Service Center, Bhola Zone	He will be assigned to do record keeping, OR Issue, prepare Dalil and maintenance policy stamp.


Mahmudur Rahman Talukder
Executive Vice President
HR & ADMIN Department

Copy forwarded to:

- Mr. Md. Anser Ali Howlader (1288), Executive Officer
- Mr. Md. Rafiqul Islam (1239), Senior Officer
- Mr. Md. Jamal Uddin (3140), Office Assistant

C.C. to: for kind information:

1. The Chief Executive officer
 2. The Additional Managing Director.
 3. The DMD (Dev.)
 4. The SVP & Incharge, Claims Dept.
 5. The SVP, Internal Audit Dept.
 6. Master file
 7. Office Order file
 8. Personal file
1. The EVP (PRT) & Incharge, Bhola Zone

আর্থিক নিরাপত্তার সেতুবন্ধন