



# প্রাইম ইসলামী লাইফ ইন্স্যুরেন্স লিমিটেড

## برائے اسلامی لائف انشورنس لمیٹید

### Prime Islami Life Insurance Limited

ISO 9001:2015  
CERTIFIED

April 23, 2025

## Office Order No.:61-2025

Mr. Abul Hossain (0764), Assistant Manager, IT Dept., City Service Centre, Dhaka(6666) is hereby transferred to Underwriting Dept., at same office.

After Joining at Underwriting Dept., Mr. Abul Hossain is hereby assigned to deal with all kind of IT related works of City service Centre sitting at same premises in addition to his existing duties until further order.

Mr. Abul Hossain is advised to report his joining to the VP & Operation Incharge, City Service Centre, Dhaka immediately with a copy to the HR & Administration Dept., Head Office, Dhaka.

Mr. Md. Delwar Hossain (0428), Executive Officer, Underwriting Dept., City Service Centre, Dhaka is hereby assigned to prepare Policy schedule (Bima Dalil) and sign on it and also maintain Bima stamp record sitting at the same premises in addition to his existing duties until further order.

**Mahmudur Rahman Talukder**

Executive Vice President

HR & ADMIN Department

Copy forwarded to:

- Mr. Abul Hossain (0764), Assistant Manager
- Mr. Md. Delwar Hossain (0428), Executive Officer

আর্থিক নিরাপত্তার সেতুবন্ধন



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Mr. Md. Delwar Hossain (0426), Executive Officer, Underwriting Dept., City Service Centre, Dhaka is hereby assigned to prepare Policy schedule (Bima Dalil) and sign on it and also maintain Bima stamp record sitting at the same premises in addition to his existing duties until further order.



**Mahmudur Rahman Talukder**  
Executive Vice President  
HR & ADMIN Department

Copy forwarded to:

- Mr. Abul Hossain (0764), Assistant Manager
- Mr. Md. Delwar Hossain (0426), Executive Officer

**C.C. to:** for kind information:

1. The Chief Executive officer.
2. The Additional Managing Director
3. The SVP & Incharge, Claims Dept.
4. The SVP & Incharge, U/W Dept.
5. Master file
6. Office Order file
7. Personal file

আর্থিক নিরাপত্তার সেতুবন্ধন