



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

ISO 9001:2015  
CERTIFIED

May 25, 2025

## Office Order No.:77-2025

For the greater interest of the Company, the following employees are hereby assigned to carry out the additional responsibilities sitting at same premises in addition to their existing duties until further order:

| Sl. | Name, Desig., Dept.                         | Present Office  | Additional responsibility  |
|-----|---|---|--|
| 01  | Mr. Masud Rana (1716),<br>Senior Officer    | Underwriting Dept.,<br>Cox's Bazar Full Service Center,<br>Coxbazar Zone-01 | Dev. Admin, Surrender, Loan,<br>Policy Revival and Death Claim<br>related works. |
| 02  | Ms. Khadija Begum (3329),<br>Senior Officer | Claims Dept.,<br>Cox's Bazar Full Service Center,<br>Coxbazar Zone-01       | Call Centre, Dalil and OR<br>related works                                       |

The additional responsibilities of Mr. Masud Rana and Ms. Khadija Begum shall come into force with immediate effect and remain valid until further order.

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

- Mr. Masud Rana (1716), Senior Officer.
- Ms. Khadija Begum (3329), Senior Officer

আর্থিক নিরাপত্তার সেতুবন্ধন



# প্রাইম ইসলামী লাইফ ইন্স্যুরেন্স লিমিটেড

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- Ms. Khadija Begum (3329), Senior Officer

### 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 DMD (Dev.)
5. The SEVP & CFO.
6. The SVP & Incharge, Claims Dept.
7. Master file
8. Office Order file.
9. Personal file.
1. The AMD (Dev.) & Incharge, Cox's Bazar Corp. Zone.
2. The EVP (PRT) & Incharge, Cox's Bazar Zone

আর্থিক নিরাপত্তার সেতুবন্ধন