Prime Islami Life Insurance Limited

ISO 9001:2015 CERTIFIED

June 02, 2025

Office Order No.:83-2025

For the greater interest of the Company, Ms. Saima Nasrin (3106), Junior Officer, Banshkhali Full Service Center, Chattogram Zone-02 is hereby advised to work at OR related works sitting at same premises in addition to her existing duties until further order.

Mr. Hasibur Rahman (0788), Messenger, Joydebpur Agency Office, Gazipur Zone is hereby transferred to Salna Bazar FPR Centre(0690), Gazipur Zone.

Mr. Hasibur Rahman is advised to report his joining to the Incharge, Salna Bazar FPR Centre, Gazipur Zone immediately with a copy to the HR & Administration Dept., Head Office, Dhaka.

Mahmudur Rahman Falukder Executive Vice President

Executive Vice President HR & ADMIN Department

Copy forwarded to:

Ms. Saima Nasrin (3106), Junior Officer.

Mr. Hasibur Rahman (0788), Messenger

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Mahmudur Rahman Talukder

Executive Vice President HR & ADMIN Department

Copy forwarded to:

- Ms. Saima Nasrin (3106), Junior Officer.
- Mr. Hasibur Rahman (0788), Messenger

C.C. to: for kind information:

- The Chief Executive officer.
- 2. The Additional Managing Director.
- 3. Master file.
- 4. Office Order file.
- 5. Personal file.

- 1. The SEVP (PRT) & Incharge, Dhaka Corp. Zone-01.
- 2. The EVP (PRT) & Incharge, Chattogram Zone-02.
- The Incharge, Salna Bazar FPR Centre.