



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

ISO 9001:2015
CERTIFIED

August 20, 2025

Office Order No.:122-2025

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

SI	Name, Desig. & ID No	Present Dept./Office	Additional Responsibilities
01	Mr. Md. Rafiqul Islam (0460), Senior Executive Officer	Cash Section, Salna Bazar FPR Center (0690), Gazipur Zone	Call center related works
02	Mr. Md. Abdus Salam Miah (1223), Executive Officer	IT Dept., Konabari Full Service Center, Tangail Zone-01	SB related works

The additional responsibilities of Mr. Md. Rafiqul Islam and Mr. Md. Abdus Salam Miah shall come into force with immediate effect and remain valid until further order.

Mahmudur Rahman Talukder
Executive Vice President
HR & ADMIN Department

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

আর্থিক নিরাপত্তার সেতুবন্ধন



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Mahmudur Rahman Talukder
Executive Vice President
HR & ADMIN Department

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C.C. to: for kind information:

1. The Chief Executive officer.
2. The Additional Managing Director.
3. The AMD & CFO
4. The SVP & Incharge, Policy Servicing and Claims Dept.
5. Mr. Shorwar Alam (0375), Vice President, Claims Dept. H/O
6. Master File
7. Office Order file.
1. The EVP (PRT) & Incharge, Tangail Zone
2. The EVP (PRT) & Incharge, Gazipur Zone

আর্থিক নিরাপত্তার সেতুবন্ধন