



প্রাইম ইসলামী লাইফ ইন্স্যুরেন্স লিমিটেড

برائے اسلامی لائف انشورنس لمیٹید

Prime Islami Life Insurance Limited

ISO 9001:2015
CERTIFIED

September 25, 2025

Office Order No.:140-2025

For the greater interest of the Company, the following employees are hereby transferred as under:

SI	Name, Desig. & ID No.	Present Dept./Office	Transferred to	Remarks
01	Mr. Mohammad Emarat Hossain (1566), Assistant Manager	Underwriting Dept., (Operation Incharge) Konabari Full Service Center, Tangial Zone	OSD Dhaka Corp. Zone-07	
02	Mr. Md. Forhad Ahmed Monto (0386), Assistant Manager	Policy Servicing Dept., Konabari Full Service Center, Tangial Zone	Underwriting Dept., Konabari Full Service Center, Tangial Zone	
03	Mr. Matiar Rahman Mallik (0152), Assistant Manager	Finance & Accounts Dept., (Operation Incharge) Pabna Full Fledge Service Center, Pabna Zone	Policy Servicing Dept., Konabari Full Service Center, Tangial Zone	As Operation Incharge
04	Mr. Abu Taher (2016), Senior Officer	Finance & Accounts Dept., Rajshahi Fledged Service Center, Rajshahi Corp. Zone-03	Finance & Accounts Dept., Pabna Full Fledge Service Center, Pabna Zone	As Operation Incharge

Mr. Mohammad Emarat Hossain shall handover the overall charges along with Computer/Papers/Documents (if any) to Mr. Md. Forhad Ahmed Monto.

Mr. Md. Forhad Ahmed Monto shall handover the overall charges along with Computer/Papers/Documents (if any) to Mr. Matiar Rahman Mallik.

Mr. Matiar Rahman Mallik shall handover the overall charges along with Computer/Papers/Documents (if any) to Mr. Abu Taher.

Mr. Abu Taher shall handover the overall charges along with Computer/Papers/Documents (if any) to Mr. Md. Shofekul Islam (0308), DVP & Operation Incharge, Rajshahi Full Fledged SC.

The Above employees are advised to report their joining to the Incharge of respective offices along with Stationary Items allotted to them and release letter from their existing offices by 08-10-2025 with a copy to the HR & Administration Dept., Head Office, Dhaka.


Mahmudur Rahman Talukder
Executive Vice President
HR & ADMIN Department

• Copy forwarded to: Above 04 (Four) 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 | 1. The SEVP (PRT) & Incharge, Dhaka Corp. Zone-07. |
| 2. The Additional Managing Director. | 2. The EVP (PRT) & Incharge, Tangail Zone. |
| 3. The DMD & Incharge, Dev. Admin Dept. | 3. The EVP (PRT) & Incharge, Rajshahi Zone. |
| 4. The DMD (Dev.) | 4. The EVP (PRT) & Incharge, Pabna Zone |
| 5. The AMD & Chief Financial Officer. | 5. The Incharge, Respective Offices. |
| 6. The EVP & Incharge, Policy Servicing & Claims Dept. | |
| 7. The SVP & Incharge, U/W & Re Insurance Dept. | |
| 8. The DVP & Operation Incharge, Rajshahi Full Fledged SC | |
| 9. Office Order file. 8. Personal file | |

আর্থিক নিরাপত্তার সেতুবন্ধন