# Prime Islami Life Insurance Limited

ISO 9001:2015 CERTIFIED

October 20, 2025

## Office Order No.:154-2025

Mr. Md. Tula Mia (3043), Junior Officer, Cash Section, Modhupur FPR Centre(0667), Tangail Zone-01 is hereby advised to deal with Underwriting related works sitting at same premises in addition to his existing duties until further order.

Mr. Abu Taher (2016), Senior Officer, Accounts Dept., Pabna Full Fledge Service Center, Pabna Zone is hereby advised to deal with Maturity Claims and Dalil related all works and also assigned to approve SB file sitting at same premises in addition to his existing duties until further order.

Mr. Md. Ferdousur Rahman (1295), Senior Officer, Underwriting Dept., Pabna Full Fledge Service Center, Pabna Zone is hereby assigned prepare SB file sitting at same premises in addition to his existing duties until further order.

Mahmudur Rahman Talukder

Executive Vice President HR & ADMIN Department

• Mr. Md. Ferdousur Rahman (1295), Senior Officer.

• Mr. Abu Taher (2016), Senior Officer.

Mr. Md. Tula Mia (3043), Junior Officer.

# Prime Islami Life Insurance Limited

ISO 9001:2015 CERTIFIED

October 20, 2025

### Office Order No.:154-2025

Mr. Md. Tula Mia (3043), Junior Officer, Cash Section, Modhupur FPR Centre(0667), Tangail Zone-01 is hereby advised to deal with Underwriting related works sitting at same premises in addition to his existing duties until further order.

Mr. Abu Taher (2016), Senior Officer, Accounts Dept., Pabna Full Fledge Service Center, Pabna Zone is hereby advised to deal with Maturity Claims and Dalil related all works and also assigned to approve SB file sitting at same premises in addition to his existing duties until further order.

Mr. Md. Ferdousur Rahman (1295), Senior Officer, Underwriting Dept., Pabna Full Fledge Service Center, Pabna Zone is hereby assigned prepare SB file sitting at same premises in addition to his existing duties until further order.

Mahmudur Rahman Talukder

Executive Vice President HR & ADMIN Department

- Mr. Md. Ferdousur Rahman (1295), Senior Officer.
- Mr. Abu Taher (2016), Senior Officer.
- Mr. Md. Tula Mia (3043), Junior Officer.

#### C.C. to: for kind information:

- 1. The Chief Executive officer.
- 2. The Additional Managing Director
- 3. The EVP & Incharge, Policy Servicing & Claims Dept.
- 4. The SVP & Incharge, U/W & Re Insurance Dept. with a request to arrange necessary training to Mr. Tula Mia.
- Master file
- 6. Office Order file.
- 7. Personal file.

- 1. The EVP (PRT) & Incharge, Rajshahi Corp. Zone.
- 2. The EVP (PRT) & Incharge, Tangail Zone.
- 3. The EVP (PRT) & Incharge, Pabna Zone.
- 4. The Incharge, Modhupur FPR Centre.