



February 02, 2026

Office Order No.:11-2026

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

| Sl. | Name, Desig. & ID No. | Present Dept./Office | Transferred to |
|-----|---|---|---|
| 01 | Mr. Md. Abu Sayed (1107), Executive Officer | Cash Section, Chasara Org. Office(0140), Dhaka Zone-16 | Cash Section, Araihazar FPR Centre(0151), Dhaka Zone-16 |
| 02 | Mr. Mohammad Ferdousul Alam (1127), Executive Officer | Cash Section, Bhabanipur, Member Bari FPR Center(0707), Tangail Zone-01 | Cash Section, Joydebpur Organization Office(0311), Gazipur Zone |
| 03 | Mr. Md. Nazibul Bashar (3385), Senior Officer | Cash Section, Araihazar FPR Centre(0151), Dhaka Zone-16 | Cash Section, Bhabanipur, Member Bari FPR Center(0707), Tangail Zone-01 |
| 04 | Mr. Mahbub Alam (1483), Senior Officer | Cash Section Joydebpur Organization Office(0311), Gazipur Zone | Cash Section, Chasara Org. Office(0140), Dhaka Zone-16 |

Mr. Md. Abu Sayed and Mr. Md. Nazibul Bashar shall handover the overall charges to Mr. Md. Meraj Hossain (0668), Executive Officer, Accounts Dept., Link Road Full Service Center, Dhaka Zone-16.

Mr. Mohammad Ferdousul Alam shall handover the overall charges to Mr. Md. Ashrafuzzaman (3109), Assistant Manager, Konabari Full Fledged SC, Tangail Zone.

Mr. Mahbub Alam shall handover the overall charges to K. M. Monower Hossain (1276), Assistant Vice President & Operation Incharge Gazipur Full Fledged SC, Gazipur Zone.

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 08-02-2026 with a copy to the HR & Administration Dept., Head Office, Dhaka.

After Joining at Araihazar FPR Centre, Mr. Md. Abu Sayed is hereby advised to deal with work of Underwriting & IT related works sitting at same premises in addition to his existing duties until further order.


Mahmudur Rahman Talukder

Executive Vice President
HR & ADMIN Department

• Copy forwarded to: Above 04 (Four) employees.



প্রাইম ইসলামী লাইফ ইন্সুরেন্স লিমিটেড

بِرَأْسِ إِسْلَامِيِّ لِاَئِفَّ اِنْشُورِنَسْ لِمِيَتِي

Prime Islami Life Insurance Limited

ISO 9001:2015
CERTIFIED

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Mahmudur Rahman Talukder

Executive Vice President
HR & ADMIN Department

• Copy forwarded to: Above 04 (Four) employees.

C.C. to: for kind information:

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|---|--|
| 1. The Chief Executive officer. | 1. The EVP (PRT) & Incharge, Tangail Corp. Zone. |
| 2. The Additional Managing Director. | 2. The EVP (PRT) & Incharge, Dhaka Zone-16. |
| 3. The AMD & Head of IT | 3. The EVP (PRT) & Incharge, Gazipur Zone. |
| 4. The AMD & Chief Financial Officer. | 4. The Incharge, Respective Offices. |
| 5. The SVP & Incharge, Underwriting & Re Insurance Dept. With a request to provide necessary U/W Training to Mr. Abu Sayed. | |
| 6. K. M. Monower Hossain (1276), AVP & Operation Incharge Gazipur Full Fledged SC, Gazipur Zone. | |
| 7. Mr. Md. Ashrafuzzaman (3109), Assistant Manager, Konabari Full Fledged SC, Tangail Zone. | |
| 8. Md. Meraj Hossain (0668), EO, Accounts Dept., Link Road Full Service Center, Dhaka Zone-16 | |
| 9. Office Order file. 10. Personal file | আর্থিক নিরাপত্তার সেতুবন্ধন |