



প্রাইম ইসলামী লাইফ ইন্স্যুরেন্স লিমিটেড

برائے اسلامی لائف انشورنس لمیٹیٹ

Prime Islami Life Insurance Limited

ISO 9001:2015
CERTIFIED

April 20, 2026

Office Order No.:47-2026

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. Mohammad Iftekhar Hossan Mazumder (1267), Senior Officer	Cash Section, Shafipur FPR Center(0187), Tangail Zone-01	Cash Section, Kadomtoli FPR Center(0462), Dhaka Zone-09
02	Mr. Shameem Ahammed (0807), Officer	Claims Dept., Noakhali Full Fledge Service Center, Noakhali Zone	Cash Section, Shafipur FPR Center(0187), Tangail Zone-01
03	Mr. Md. Atik Hassan (2926), Junior Officer	Cash Section, Kadomtoli FPR Center(0462), Dhaka Zone-09	Docket Section, Policy Servicing Dept., City Service Centre, Dhaka

Mr. Mohammad Iftekhar Hossan Mazumder shall handover the overall charges to Mr. Matiar Rahman Mallik (0152), Assistant Manager and Operation Incharge, Konabari Full Fledged SC, Tangail Zone.

Mr. Shameem Ahammed shall handover the overall charges to Mr. Golam Sarwar (3160), Deputy Manager & Operation Incharge, Noakhali Full Fledge Service Center, Noakhali Zone.

Mr. Md. Atik Hassan shall handover the overall charges to Mr. Nasir Ahmed (2080), DVP & Operation Incharge, City Service Centre, Dhaka.

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 23-04-2026 with a copy to the HR & Administration Dept., Head Office, Dhaka.

After Joining at Shafipur FPR Center, Mr. Shameem Ahammed is hereby advised to deal with work of Underwriting related works sitting at same premises in addition to his existing duties until further order.

Mr. Shameem Ahammed will be entitled to Cash allowance@ Tk.750/-(Seven Hundred Fifty) per month after execution of a surety bond of Tk.5,00,000/-(Five lac) and Cash allowance of Mr. Md. Atik Hassan @Tk.750/- is hereby withdrawn.

Mahinudur Rahman Talukder

Executive Vice President

HR & ADMIN Department

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

আর্থিক নিরাপত্তার সেতুবন্ধন

প্রধান কার্যালয়ঃ গাউছে পাক ভবন (১৪ তলা), ২৮/জি/১ টয়েনবী সার্কুলার রোড, মতিঝিল বা/এ, ঢাকা-১০০০, ফোনঃ ৪১০৭০১৮০-৮৩

ফ্যাক্সঃ ৮৮-০২-৪১০৭০১৭৯. ই-মেইলঃ pilil@primeislamilife.com, web : www.primeislamilife.com



প্রাইম ইসলামী লাইফ ইন্স্যুরেন্স লিমিটেড

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02	Mr. Shameem Ahammed (0807), Officer	Claims Dept., Noakhali Full Fledge Service Center, Noakhali Zone	Cash Section, Shafipur FPR Center(0187), Tangail Zone-01
03	Mr. Md. Atik Hassan (2926), Junior Officer	Cash Section, Kadomtoli FPR Center(0462), Dhaka Zone-09	Docket Section, Policy Servicing Dept., City Service Centre, Dhaka

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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:

1. The Chief Executive officer.
2. The Additional Managing Director.
3. The Additional Managing Director & Incharge, Dev. Admin Dept.
4. The AMD & Chief Financial Officer.
5. The EVP & Incharge, Policy Servicing & claims Dept.
6. Mr. Nasir Ahmed (2080), DVP & Operation Incharge, City Service Centre, Dhaka.
7. The Operation Incharge, Noakhali Zone.
8. Office Order file. 9. Personal file
1. The AMD (DEV.) & Incharge, Dhaka Corp. Zone-07 and Rangpur Corp. Zone.
2. The SEVP (PRT) & Incharge, Noakhali Corp. Zone.
3. The EVP (PRT) & Incharge, Tangail Zone
4. The EVP (PRT) & Incharge, Dhaka Zone-09.
5. The Incharge, respective Offices

আর্থিক নিরাপত্তার সেতুবন্ধন