



প্রাইম ইসলামী লাইফ ইন্স্যুরেন্স লিমিটেড

برائے اسلامی لائف انشورنس لمیٹید

Prime Islami Life Insurance Limited

ISO 9001:2015
CERTIFIED

July 28, 2026

Office Order No.:105-2026

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	Ms. Jenifar Sultana (1867), Senior Officer	IT Dept., Rajshahi Full Fledged Service Center, Rajshahi Zone-03	Cash Section, Rajshahi Full Fledged Service Center, Rajshahi Zone-03
02	Mr. Md. Nurnabi Mia (2804), Junior Officer	Cash Section, Rajshahi Full Fledged Service Center, Rajshahi Zone-03	Claims Dept., Chapainawabganj Full Fledged Service Centre (0305)

Mr. Md. Nurnabi Mia shall handover the overall charges to Mr. Md. Shofekul Islam (0308), DVP & Operation Incharge, Rajshahi Full Fledged Service Center, Rajshahi Zone-03.

Ms. Jenifar Sultana is advised to report her joining to the EVP (PRT) & Incharge, Rajshahi-Zone-03 by 30-07-2026 with a copy to the HR & Administration Dept., Head Office, Dhaka.

Mr. Md. Nurnabi Mia is advised to report his joining to the Incharge, Chapainawabganj Full Fledged Service Centre (0305), Chapainawabganj Zone along with Stationary Items allotted to him and release letter from his existing office by 30-07-2026 with a copy to the HR & Administration Dept., Head Office, Dhaka.

Ms. Jenifar Sultana 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. Nurnabi Mia @Tk.750/- is hereby withdrawn.

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. | 1. The AMD (Dev.) & Incharge, Dhaka Zone-16, |
| 2. The Additional Managing Director. | Gazipur Zone & Rajshahi & Mymensing Division. |
| 3. The AMD & Chief Financial Officer. | 2. The EVP (PRT) & Incharge, Rajshahi Zone-03. |
| 4. The EVP & Incharge, Policy Servicing & Claims Dept. | 3. The EVP (PRT) & Incharge, Chapainawabganj Zone. |
| 5. DVP & Operation Incharge, Rajshahi Full Fledged
Service Center, Rajshahi Zone-03. | |
| 6. Office Order file. | |
| 7. Personal file | |

আর্থিক নিরাপত্তার সেতুবন্ধন

প্রধান কার্যালয়: গাউছে পাক ভবন (১৪ তলা), ২৮/জি/১ টয়েনবী সার্কুলার রোড, মতিঝিল বা/এ, ঢাকা-১০০০, ফোন: ৮১০৭০১৮০-৮৩

ফ্যাক্স: ৮৮-০২-৮১০৭০১৭৯, ই-মেইল: pilil@primeislamilife.com, web : www.primeislamilife.com