



প্রাইম ইসলামী লাইফ ইন্স্যুরেন্স লিমিটেড

برائے اسلامی لائف انشورنس لمیٹید

Prime Islami Life Insurance Limited

ISO 9001:2015
CERTIFIED

September 01, 2026

Office Order No.:125-2026

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
01	Mr. Md. Abdus Salam Miah (1223), Executive Officer	Information Technology Dept., Konabari Full Fledged Service Center(0664), Tangail Zone-01	Underwriting Dept., Bhabanipur, Memberbari FPR Center(0707), Tangail Zone-01
02	Mr. Mohammad Iftexhar Hossan Mazumder (1267), Senior Officer	Cash Section, Kadomtoli FPR Center(0462), Dhaka Zone-09	Cash Section, Gazipur Full Fledged Service Centre Gazipur Zone

Mr. Md. Abdus Salam Miah shall handover the overall charges to Mr. Mohammad Shahjahan Patwary (3469), Assistant Manager, U/W Dept., Konabari Full Fledged Service Center, Tangail Zone-01.

Mr. Mohammad Iftexhar Hossan Mazumder 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 08-09-2026 with a copy to the HR & Administration Dept., Head Office, Dhaka.

Mr. Mohammad Shahjahan Patwary (3469), Assistant Manager, U/W Dept., Konabari Full Fledged Service Center, Tangail Zone-01 is hereby advised to deal with IT related works and also assigned to prepare SB related file sitting at same premises in addition to his existing duties until further order.

The additional responsibility of Mr. Md. Abdus Salam Miah vide Office Order No.:71-2026, dated 20-05-2026 at SB related works is hereby cancelled.

After Joining at Bhabanipur, Memberbari FPR Center, Mr. Md. Abdus Salam Miah is hereby advised to deal with Call Centre 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 03 (Three) employees.

আর্থিক নিরাপত্তার সেতুবন্ধন



প্রাইম ইসলামী লাইফ ইন্স্যুরেন্স লিমিটেড

برائے اسلامی لائف انشورنس لمیٹید

Prime Islami Life Insurance Limited

ISO 9001:2015
CERTIFIED

September 01, 2026

Office Order No.:125-2026

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
01	Mr. Md. Abdus Salam Miah (1223), Executive Officer	Information Technology Dept., Konabari Full Fledged Service Center(0664), Tangail Zone-01	Underwriting Dept., Bhabanipur, Memberbari FPR Center(0707), Tangail Zone-01
02	Mr. Mohammad Iftekhar Hossan Mazumder (1267), Senior Officer	Cash Section, Kadomtoli FPR Center(0462), Dhaka Zone-09	Cash Section, Gazipur Full Fledged Service Centre Gazipur Zone

Mr. Md. Abdus Salam Miah shall handover the overall charges to Mr. Mohammad Shahjahan Patwary (3469), Assistant Manager, U/W Dept., Konabari Full Fledged Service Center, Tangail Zone-01.

Mr. Mohammad Iftekhar Hossan Mazumder 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 08-09-2026 with a copy to the HR & Administration Dept., Head Office, Dhaka.

Mr. Mohammad Shahjahan Patwary (3469), Assistant Manager, U/W Dept., Konabari Full Fledged Service Center, Tangail Zone-01 is hereby advised to deal with IT related works and also assigned to prepare SB related file sitting at same premises in addition to his existing duties until further order.

The additional responsibility of Mr. Md. Abdus Salam Miah vide Office Order No.:71-2026, dated 20-05-2026 at SB related works is hereby cancelled.

After Joining at Bhabanipur, Memberbari FPR Center, Mr. Md. Abdus Salam Miah is hereby advised to deal with Call Centre 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 03 (Three) 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, U/W & Re Insurance Dept.
With a request to provide necessary U/W Training to Mr. Md. Abdus Salam Miah
6. The DVP & Operation Incharge, City SC, Dhaka.
7. Office Order file.
8. Personal file
1. Mr. Mohammad Humayun Kabir, DMD (DEV.)
2. Mr. Mohammed Mostafa Jamal, AMD (DEV.)
3. The EVP (PRT) & Incharge, Dhaka Zone-09.
4. The Incharge, Konabari Full Fledged SC.
5. The Incharge, Bhabanipur, Memberbari FPR Center.

আর্থিক নিরাপত্তার সেতুবন্ধন