



প্রাইম ইসলামী লাইফ ইন্স্যুরেন্স লিমিটেড
برائمر اسلامی لائف انشورنس لمیٹید
Prime Islami Life Insurance Limited

ISO 9001:2015
CERTIFIED

September 07, 2026

Office Order No.:132-2026

Mr. Mojibur Rahman Howlader (0028), Executive Officer, Underwriting Dept., Alibahar Full Fledged Service Centre (0184), Dhaka Zone-13 is hereby assigned to prepare and check Policy schedule (Bima Dalil) sitting at the same premises and sign on it as checking officer in addition to his existing duties until further order.

The additional responsibility of Mr. Md. Ariful Islam (0957), Senior Executive Officer, IT Dept., Alibahar FPR Centre(0184), Dhaka Zone-13 vide Office Order No.:124-2024, dated July 27, 2024 is hereby cancelled.

Mr. Palash Howlader (0972), Senior Officer, Accounts Dept., Mirsharai Full Fledged Service Center, Chattogram Zone-04 is hereby assigned to issue PR sitting at same premises in addition to his existing duties until a Cashier join their.

Ms. Tanjina Binte Hosain (2846), Junior Officer, Cash Section, Cambal Bazar Organization Office(0634), Chattogram Zone-16 is hereby advised to sit and work at Cash Section, Boilchari FPR Center(0633), Chattogram Zone-16 for 02 (Two) day(s) in a week in addition to her existing duties.

TA/DA as per rules of the Company is admissible to Ms. Tanjina Binte Hosain in this regard.

The additional responsibility of Ms. Tanjina Binte Hosain shall come into force with immediate effect and shall remain valid until Ms. Rushaida Zannat (3326), Officer, resumes her duties.


Mahmudur Rahman Talukder
Executive Vice President
HR & ADMIN Department

Copy forwarded to: Above 04 (Four) employees

আর্থিক নিরাপত্তার সেতুবন্ধন



প্রাইম ইসলামী লাইফ ইন্স্যুরেন্স লিমিটেড

برائے اسلامی لائف انشورنس لمیٹید

Prime Islami Life Insurance Limited

ISO 9001:2015
CERTIFIED

September 07, 2026

Office Order No.:132-2026

Mr. Mojibur Rahman Howlader (0028), Executive Officer, Underwriting Dept., Alibahar Full Fledged Service Centre (0184), Dhaka Zone-13 is hereby assigned to prepare and check Policy schedule (Bima Dalil) sitting at the same premises and sign on it as checking officer in addition to his existing duties until further order.

The additional responsibility of Mr. Md. Ariful Islam (0957), Senior Executive Officer, IT Dept., Alibahar FPR Centre(0184), Dhaka Zone-13 vide Office Order No.:124-2024, dated July 27, 2024 is hereby cancelled.

Mr. Palash Howlader (0972), Senior Officer, Accounts Dept., Mirsharai Full Fledged Service Center, Chattogram Zone-04 is hereby assigned to issue PR sitting at same premises in addition to his existing duties until a Cashier join their.

Ms. Tanjina Binte Hosain (2846), Junior Officer, Cash Section, Cambal Bazar Organization Office(0634), Chattogram Zone-16 is hereby advised to sit and work at Cash Section, Boilchari FPR Center(0633), Chattogram Zone-16 for 02 (Two) day(s) in a week in addition to her existing duties.

TA/DA as per rules of the Company is admissible to Ms. Tanjina Binte Hosain in this regard.

The additional responsibility of Ms. Tanjina Binte Hosain shall come into force with immediate effect and shall remain valid until Ms. Rushaida Zannat (3326), Officer, resumes her duties.

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. | 1. The EVP (PRT) & Incharge, Chattogram Zone-04. |
| 2. The Additional Managing Director | 2. The EVP (PRT) & Incharge, Dhaka Zone-13. |
| 3. The AMD & CFO. | 3. The EVP (PRT) & Incharge, Chattogram Zone-16. |
| 4. The EVP & Incharge, Policy Servicing & Claims Dept. | 4. The Incharge, respective offices.. |
| 5. Master file | |
| 6. Office Order file. | |
| 7. Personal file. | |

আর্থিক নিরাপত্তার সেতুবন্ধন

প্রধান কার্যালয়ঃ গাউছে পাক ভবন (১৪ তলা), ২৮/জি/১ টয়েনবী সার্কুলার রোড, মতিঝিল বা/এ, ঢাকা-১০০০, ফোনঃ ৮৮-০২-৮১০৭০১৭৯, ই-মেইল: pilil@primeislamilife.com, web : www.primeislamilife.com