



প্রাইম ইসলামী লাইফ ইন্স্যুরেন্স লিমিটেড  
برائيم اسلامي لايف انشورنس لميٹيد  
Prime Islami Life Insurance Limited



June 19, 2019

## Office Order No.:165-2019

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                         | Remarks |
|-----|---|--|--|---------|
| 01  | Mr. Mohammed Mahfuz Talukdar (0520), SO | Dev. Admin Dept.,<br>Cumilla SC          | Policy Servicing Dept.,<br>B. Baria SC |         |
| 02  | Mr. Md. Adam Ali (1690), Officer        | Claims Dept.,<br>Cumilla Full Fledged SC | Policy Servicing Dept.,<br>B. Baria SC |         |

The above employees are advised to report their joining to the EVP (PRT) & Incharge, B. Baria Zone along with release letter from their existing office by 24-06-2019 with a copy to the Administration Dept., Head Office, Dhaka.

Ms. Tahmina Islam (0808), Officer, Commission Section, Cumilla Full Fledged Service Centre shall deal with Dev. Admin related works of Cumilla Service Centre and Mr. Md. Saiful Islam (2482), Assistant Officer (Cashier Cum Computer Operator), Policy Servicing Dept., Cumilla Full Fledged SC shall work at Docket Keeper at same premises in addition to their existing duties.

Additional responsibilities of Ms. Tahmina Islam and Mr. Md. Saiful Islam shall come into force with immediate effect and remain valid until further order.

  
**Mahmudur Rahman Talukder**

Senior Vice President  
Administration Department.

Copy forwarded to: Above 04 (Four) employees.

### C.C. to:

1. The Chief Executive Officer for kind information.
2. The DMD, CFO & Company Secretary.
3. The Asst. MD (Dev.) & Incharge, Dev. Admin Dept.
4. The SEVP & Incharge, Administration Dept.
5. The J EVP & Incharge (I/A),
6. The JSVP & Incharge, (C.C) Policy Servicing & Claims Dept.
7. The Incharge, Cumilla Full Fledged SC.
8. Master file.
9. Office Order file.
10. Personal file.
1. The SEVP (PRT) & Incharge, Cumilla Zone.
2. The EVP (PRT) & Incharge, B. Baria Zone.

আর্থিক নিরাপত্তার সেতুবন্ধন



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