



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

ISO 9001:2015
CERTIFIED

September 14, 2026

Office Order No.:135-2026

Mr. Md. Sohel Rana (3407), Office Assistant, Cash Section, Anam Nahar Org. Office(0605), Chattogram Zone-10 is hereby transferred to Cash Section, Nazirhat Organization Office(0758), Chattogram Zone-10.

Mr. Md. Sohel Rana shall handover the overall charges to Mr. Md. Sagir Hossain (0903), Executive Officer, Accounts Dept., Shandwip Full Service Center, Chattogram Zone-10.

Mr. Md. Sohel Rana is advised to report his joining to the Incharge, Nazirhat Organization Office(0758), Chattogram Zone-10 along with Stationary Items allotted to him and release letter from his existing office by 17-09-2026 with a copy to the HR & Administration Dept., Head Office, Dhaka.

Mr. Abul Hossain (1687), Senior Officer, Cash Section, Noakhali Full Fledge Service Center, Noakhali Zone is hereby advised to sit and work at Cash Section, Ixmiapur Zone(0058) office for 02 (Two) day(s) in a week in addition to his existing duties until further order.

TA/DA allowance as per rules of the Company is admissible to Mr. Abul Hossain in this regard.

The working days of additional duty will be settled by the respective Office incharges.

Mr. Md. Nur Islam (2806), Assistant Manager, Accounts Dept., Noakhali Full Fledge Service Center is hereby advised to deal with Cash related works at same premises in addition to his existing duties in absence of Mr. Abul Hossain (1687), Senior Officer, at the station



Mahmudur Rahman Talukder
Executive Vice President
HR & ADMIN Department

Copy forwarded to:

- Mr. Md. Nur Islam (2806), Assistant Manager
- Mr. Abul Hossain (1687), Senior Officer
- Mr. Md. Sohel Rana (3407), Office Assistant

আর্থিক নিরাপত্তার সেতুবন্ধন



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- Mr. Abul Hossain (1687), Senior Officer
- Mr. Md. Sohel Rana (3407), Office Assistant

C.C. to: for kind information:

- | | |
|---------------------------------------|---|
| 1. The Chief Executive officer | 1. The EVP (PRT) & Incharge, Chattogram Zone-10 |
| 2. The Additional Managing Director. | 2. The EVP (PRT) & Incharge, Noakhali Zone. |
| 3. The AMD & Chief Financial Officer. | 3. The Incharge, laxmipur Zone. |
| 4. Master file | 4. The Incharge, Anam Nahar Org. Office. |
| 5. Office Order file | 5. The Incharge, Nazirhat Organization Office |
| 6. Personal file | |

আর্থিক নিরাপত্তার সেতুবন্ধন