



প্রাইম ইসলামী লাইফ ইন্স্যুরেন্স লিমিটেড

برائے اسلامی لائف انشورنس لمیٹید

Prime Islami Life Insurance Limited

ISO 9001:2015
CERTIFIED

October 07, 2026

Office Order No.:142-2026

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. Asma Akter (1638), Senior Officer	Cash Section, Shashongaon FPR Centre(0497), Dhaka Zone-16	Cash Section, Faridabad Org., Office(0601), Dhaka Zone-13
02	Ms. Shefali (1612), Officer	Cash Section, Faridabad Org., Office(0601), Dhaka Zone-13	Cash Section, Shashongaon FPR Centre(0497), Dhaka Zone-16

Ms. Asma Akter shall handover the overall charges to Mr. Md. Moaggem Hossain Khan (0522), SEO, Accounts Dept., Link Road Full Service Center, Dhaka Zone-16.

Ms. Shefali shall handover the overall charges to T.M Hamidul Haque (1725), EO & Operation Incharge, Ali Bahar Full Fledged SC, Dhaka Zone-13.

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 13-10-2026 with a copy to the HR & Administration Dept., Head Office, Dhaka.

Mr. Mohammad Abu Baker (3485), Assistant Manager, Internal Audit Dept. Pekua Full Fledged Service Center(0172), Cox's Bazar Zone-03 (Pekua) is hereby assigned to act as Operation Incharge, at Pekua Full Fledged Service Center(0172), Cox's Bazar Zone-03.

Mr. Mohammad Abu Baker is hereby advised to sit and work at Banskhal Full Fledged Service Center(0048), Chattogram Zone-02 (Banskhal) for 02 (Two) day(s) in a week 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

প্রধান কার্যালয়ঃ গাউছে পাক ভবন (১৪ তলা), ২৮/জি/১ টয়েনবী সার্কুলার রোড, মতিঝিল বা/এ, ঢাকা-১০০০, ফোনঃ ৪১০৭০১৮০-৮৩

ফ্যাক্স : ৮৮-০২-৪১০৭০১৭৯, ই-মেইল: pilil@primeislamilife.com, web : www.primeislamilife.com



প্রাইম ইসলামী লাইফ ইন্স্যুরেন্স লিমিটেড

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02	Ms. Shefali (1612), Officer	Cash Section, Faridabad Org., Office(0601), Dhaka Zone-13	Cash Section, Shashongaon FPR Centre(0497), Dhaka Zone-16

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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.
2. The Additional Managing Director.
3. The AMD & Chief Financial Officer.
4. Mr. Md. Moaggem Hossain Khan (0522), SEO, Accounts Dept., Link Road Full Fledged SC.
5. The EO & Operation Incharge, Dhaka Zone-13
6. Office Order file.
7. Personal file
1. Mr. Mohammad Humayun Kabir, DMD (DEV.)
2. The EVP (PRT) & Incharge, Chattogram Zone-02, 09 & Cox's Bazar Zone-03.
3. The EVP (PRT) & Incharge, Dhaka Zone-13
4. The EVP (PRT) & Incharge, Dhaka Zone-16.
5. The Incharge, respective Offices

আর্থিক নিরাপত্তার সেতুবন্ধন