November 09, 2026

Office Order No.:158-2026

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	Mirza Abu Saleh Siddiki (1192), Executive Officer	Cash Section, Uttar Para (Adamginagar) Organization Office (0647), Dhaka Zone-18	Cash Section, Adamjee EPZ Organization Office(0620), Dhaka Zone-17
02	Mr. Md. Khairuzzaman (2302), Officer	Cash Section, Gopalpur Organization Office(0679), Tangail Zone-01	Accounts Dept., City Service Centre, Dhaka
03	Mr. Md. Rajib Uddin (3121), Junior Officer	Policy Servicing Dept., Bogura Zone(0090), Office	Cash Section, Madanpur Org., Office (0678), Dhaka Zone-17

Mirza Abu Saleh Siddiki shall handover the overall charges to Mr. Nasir Ahmed (2080), DVP & Operation Incharge, City Service Centre, Dhaka.

Mr. Md. Khairuzzaman shall handover the overall charges to Mr. Md. Kamrul Islam (0132), Assistant Manager, Accounts Dept., Konabari Full Service Center, Tangial Zone

Mr. Md. Rajib Uddin shall handover the overall charges to Mr. Shahidul Islam (2802), Officer, Bogura Zone Office.

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 15-11-2026 with a copy to the HR & Administration Dept., Head Office, Dhaka.

Mr. Md. Rajib Uddin will be entitled to Cash allowance@ Tk.750/-(Seven Hundred Fifty) per month after execution of a surety bond of Tk.5,00,000/-(Five lac) and Cash allowance of Mr. Md. Khairuzzaman @Tk.750/- is hereby withdrawn.

Mahmudur Rahman Talukder
Executive Vice President
HR & ADMIN Department

- Copy forwarded to: Above 03 (Three) employees.

November 09, 2026

Office Order No.:158-2026

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	Mirza Abu Saleh Siddiki (1192), Executive Officer	Cash Section, Uttar Para (Adamginagar) Organization Office (0647), Dhaka Zone-18	Cash Section, Adamjee EPZ Organization Office(0620), Dhaka Zone-17
02	Mr. Md. Khairuzzaman (2302), Officer	Cash Section, Gopalpur Organization Office(0679), Tangail Zone-01	Accounts Dept., City Service Centre, Dhaka
03	Mr. Md. Rajib Uddin (3121), Junior Officer	Policy Servicing Dept., Bogura Zone(0090), Office	Cash Section, Madanpur Org., Office (0678), Dhaka Zone-17

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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 AMD & Chief Financial Officer.
4. The DVP & Operation Incharge, City SC
5. Mr. Md. Kamrul Islam (0132), Assistant Manager Accounts Dept., Konabari Full SC, Tangial Zone
6. Mr. Shahidul Islam (2802), Officer, Bogura Zone.
7. Office Order file
8. Personal file

1. The AMD (Dev.) & Incharge, Dhaka Corp. Zone-07 & Rangpur Corp. Zone.
2. The EVP (PRT) & Incharge, Tangail Zone.
3. The EVP (PRT) & Incharge, Dhaka Zone-17
4. The EVP (PRT) & Incharge, Dhaka Zone-18
5. The EVP (PRT) & Incharge, Bogura Zone
6. The Incharge, Respective Offices.

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-মেইলঃ pilil@primeislamilife.com, web : www.primeislamilife.com