

**Human Resources Division**

HO(HRD)/ 0516 /2016

December 07, 2016

**Office Order**

Reference to the Bangladesh Bank's letter Nos. এইচআর-১(ওএন্ড ডি) ফোকাল-১/২০১৩-২ dated 10.10.2013, বিআরপিডি সার্কুলার লেটার নং- ২১ dated 12.11.2013, বিআরপিডি সার্কুলার লেটার নং- ২১ dated 12.11.2013 and ডিএফআইএম সার্কুলার নং- ০৭/২০১৩ dated 21.11.2013 from Human Resources Department-1, Bangladesh Bank, Head Office, Dhaka (Copies Enclosed), for the implementation of National Integrity Strategy, the Bank has appointed Mr. M Rezaur Rahman, VP, Human Resources Division as Focal Point of Integrity/Ethics Committee, Prime Bank Limited.

Therefore, as per the Bangladesh Bank's letter No. এইচআর-১/৮২৪/২০১৪-১২৩২ dated 02.06.2014 from Human Resources Department-1, Mr. M Rezaur Rahman being Focal Point of Integrity/Ethics Committee, Prime Bank Limited shall be responsible for following acts:

- To formulate a time-bound work-plan for the implementation of Integrity Strategy of PBL.
- To initiate proper steps for the implementation of work-plan.
- To conduct regular meeting of Integrity/Ethics Committee, prepare agenda and meeting minutes. To take necessary initiative for the implementation of decision of Integrity/Ethics Committee of PBL.
- To take necessary action for uploading the information regarding unresolved disciplinary actions against the officials/executives of PBL in the web portal of Bangladesh Bank (Corporate Memory Management System).
- To send quarterly progress report to the concerned department of Bangladesh Bank on establishing integrity in PBL.

Thanking You  
Yours Sincerely,

**Ahmed Kamal Khan Chowdhury**  
Managing Director

**Enclosure(s) :** 1. Bangladesh Bank's letter Ref. No. এইচআর-১(ওএন্ডডি) ফোকাল-১/২০১৩-২ dated 10.10.2013;  
2. Bangladesh Bank's letter Ref. No. বিআরপিডি সার্কুলার লেটার নং- ২১ dated 12.11.2013;  
3. Bangladesh Bank's letter Ref. No. ডিএফআইএম সার্কুলার নং- ০৭/২০১৩ dated 21.11.2013.  
4. Bangladesh Bank's letter Ref. No. এইচআর-১/৮২৪/২০১৪-১২৩২ dated 02.06.2014.

**Copy to :** 1. All Deputy Managing Director(s).  
2. SEVP & Head of HRD.  
3. All Divisional Heads at Head Office.  
4. All Heads of Branch and SME Branch.  
5. All Employees.  
6. Personal File/Office Copy.