

Human Resources Division

HO(HRD)/ 1113 /2017

March 6, 2017

Office Order

Reference to the Bangladesh Bank's letter Nos. এইচআর-১(ওএড 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 Integrity Strategy of Prime Bank Limited, Mr. Ziaur Rahman, Senior Executive Vice President, Human Resources Division is appointed as Focal Point of Integrity/Ethics Committee (Reformed on 01.03.2017).

Therefore, as per the Bangladesh Bank's letter No. এইচআর-১/৮২৪/২০১৪-১২৩২ dated 02.06.2014 from Human Resources Department-1, Mr. Ziaur Rahman, Senior Executive Vice President, Human Resources Division 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-১/৮২৪/২০১৪-১২৩২ 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.