



Office Memorandum
The City Bank Limited
Head Office
Risk Management Division

Office Note: CBL/RMD/2016/61

Date: August 23, 2016


Subject: Proposal for amendment in CBL Committee on Morale, Ethics and Integrity

As part of effort to combat corruption, promote integrity and establish good governance at the country Government of Bangladesh has developed National Integrity Strategy for the Country. Bangladesh Bank through its letter (ref: HR-1 (O&D) Focal-1/2013-2 dated October 10, 2013) instructed all scheduled banks & financial institutions to form an integrity committee, focal point and work plan for implementation of National Integrity Strategy in line with National Integrity Strategy (NIS) of Bangladesh. The City Bank Ltd. formed a "Committee on Morale, Ethics and Integrity" and set Terms of Reference, approved by Management in November 2013 in line with National Integrity Strategy of Bangladesh. The implementation work plan and Terms of Reference of the committee was ratified in 473rd Board Meeting. As the current position of convener is vacant, we recommend the following amendment for more diverse and effective functionality of the committee.

S 1	Existing Convener and Members of the Committee	Proposed Convener and Members of the Committee	Position in the Committee	Change Recommendation
1	Deputy Managing Director and Head of Branch banking	<i>Additional Managing Director, Chief Risk Officer & Chief Anti Money Laundering Compliance Officer</i>	Convener	Yes
2	Head of Information Technology (or representative)	Head of Information Technology (or representative)	Member	Same as earlier
3	Head of ICC (or representative)	Head of ICC (or representative)	Member	Same as earlier
4	Head of Legal (or representative)	Head of Legal (or representative)	Member	Same as earlier
5	Head of Service Delivery (or representative)	Head of Service Delivery (or representative)	Member	Same as earlier
6	Head of Human Resources (or representative)	Head of Human Resources (or representative)	Member	Same as earlier
7	Head of Risk Management Division	Head of Risk Management Division (or representative)	Member Secretary and Focal Point	Same as earlier
8	-	Head of Branches (or representative)	Member	New member
9	-	Head of Brand (or representative)	Member	New member

The activities of the Committee shall be guided by the Terms of Reference of CBL Committee on Morale, Ethics and Integrity. Based on above, we recommend the approval of amendment in CBL Committee on Morale, Ethics and Integrity.

Proposed by:


Md. Kafi Khan
Acting Head of RMD

Approved by:


Sohail R K Hussain
Managing Director & CEO