

### **Minutes of the Quarterly Meeting of the Committee on Moral, Ethics and Integrity**

A meeting of the CBL Committee on Moral, Ethics and Integrity (Ethics Committee) was held on 10 January 2023 at 3:00 PM at CBL Head Office. The meeting was presided over by Mr. A K M Saif Ullah Kowchar, FCA, SEVP & Head of ICC and Member Secretary and Focal Point.

The following members of the Committee on Moral, Ethics and Integrity and NIS Implementation Cell attended in the meeting:

Sl.	Name	Designation	Status in the Committee
<b>Members/Representatives of Ethics Committee [Committee on Moral, Ethics and Integrity]</b>			
1	Mr. A K M Saif Ullah Kowchar, FCA	SEVP & Head of ICC	Member Secretary and Focal Point
2	Ms. Nishat Anwar, EVP	EVP & Head of HR	Member
3	Mr. Mohammad Ahtasamul Hoque	SVP & Head of Audit & Inspection-ICC	Alternate Member Secretary and Focal Point
4	Mr. Mohammad Rakib Uddin Ahammad	SVP & Head of Finance	Member
5	Mr. Mamun Rahman	FVP & Head of Compliance & Monitoring	Member
6	Mr. Mahbub Ahmed Chowdhury	FVP & Head of Procurement	Member
7	Mr. Samiul H. Chowdhury	SAVP & Head of Grievance Management & Process Improvement	Representative
8	Mr. Md. Mazharul Islam	Associate Manager, Channel Support, Coordination, MIS & Analysis	Representative
<b>Members of NIS Implementation Cell</b>			
9	Mr. Md. Shohel Alam	AVP & Senior Manager, Compliance-ICC	Member
7	Mr. Reza Fauzul Kabir	SEO	Representative

With the permission of the Chair, Mr. Mamun Rahman started the discussion as per placed agenda of the meeting. The resolutions of the meeting are as under:

#### **Agenda:**

1. Review of 2<sup>nd</sup> Quarterly Implementation Report of Annual Work Plan for the Financial Year 2022-2023 or the period from October 2022 to December 2022.
2. Miscellaneous.

**Agenda 01: Review of 2<sup>nd</sup> Quarterly Implementation Report of Annual Work Plan for the Financial Year 2022-2023 or the period from October 2022 to December 2022.**

The 2nd Quarter Implementation Report of Annual Work Plan for the Financial Year 2022-2023 (October 2022 to December 2022) was presented to the Committee in the meeting. The Committee noted the key discussion points from the implementation status of the work plan and adopted the following resolutions:

**1.4) Integrity training :** The Committee emphasized on the training of integrity for CBL employees. After discussion, HOICC advised HOHRD to arrange training of integrity on existing employees on quarterly basis. HOHRD has informed that it will be implement by 30-06-2023 through 'City Shikhi'- an online learning tool to be introduced soon.

**1.5) Development of work environment:** After discussion on the captioned, Mr. A K M Saif Ullah Kowchar, FCA, Member Secretary and Focal Point advised to mention details regarding the development the work environment as per Bangladesh Bank guideline.

**2.1) Selection and publication of Rhyme:** The Committee went through the prescribed rhyme book and selected rhymes from page no. 32, 35 and 42 for publishing for the next 03(three) quarter respectively.

**4.1) Integrity Award:** The Committee discussed regarding the Integrity Award. After discussion Ms. Nishat Anwar, EVP &Head of HR informed that integrity award for the year 2021-2022 which has already been declared would be handed over by January-2023 by the honorable Chairman of the Board of Directors.

**Agenda 05: Miscellaneous.**

At the end, Mr. Mamun Rahman, FVP & Head of Compliance & Monitoring gave thanks to all members/representatives of the CBL Committee on Moral, Ethics and Integrity and NIS Implementation Cell for attending in the meeting and expected their co-operation for implementing the national integrity strategy in the bank. Finally he presented the response regarding the stakeholders meeting held at Bangladesh Bank on 24-11-2022 and all members of the meeting agreed with the responses.

As there were no further agenda to discuss, the meeting ended with vote of thanks by the Chair.

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Mamun Rahman  
First Vice President  
Head of Compliance & Monitoring  
The City Bank Limited

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A K M Saif Ullah Kowchar FCA  
Senior Executive Vice President  
Head of ICC  
Member Secretary & Focal Point  
CBL Committee on Moral, Ethics and Integrity  
The City Bank Limited