

MINUTES OF THE COUNTRY OFFICE MANAGEMENT COMMITTEE (COMC)

MEETING NO. 01 HELD ON, 02/01/ 2023

AGENDA/ITEM FOR APPROVAL:

Item No # CITIZEN CHARTER/2023/

Formation of Focal Point, Alternate Focal Point & Inspection Committee

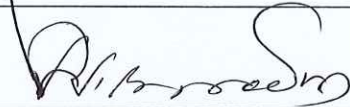
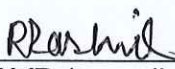
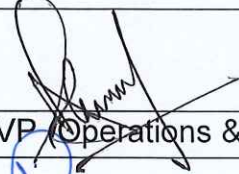
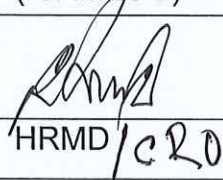
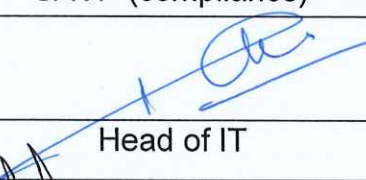
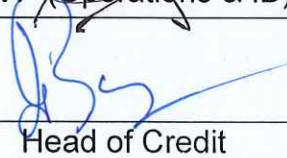
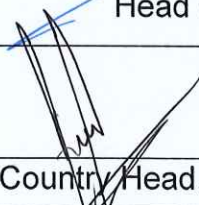
As per BRPD Circular no.17 dated 10th October 2022, Bangladesh Bank has instructed to all schedule banks in BD to identify the Focal Point, Alternative Focal Point, Formation of Inspection Team (consisting of seven members) for head office and a Citizen Charter team / cell. They also highlighted the following issues:

1. Inspection team formulate working plan and inspection of Citizen Charter for calendar year basis;
2. Citizen Charter team/ cell will formulate, implement, update as well as prepare and upload implementation status report to web site.

The members deliberated on the issues and resolved that-

Resolved that Focal Point, Alternate Focal Point, Inspection Team and Citizen Charter Team may is hereby approved as per Annexure A.

APPROVED

 AVP (CAMLCO)	 SAVP (compliance)	 SAVP (Operations & ID)
 HRMD/cro	 Head of IT	 Head of Credit
 Country Head, Bangladesh		

Focal Point

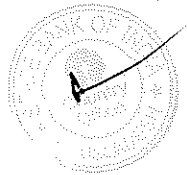
Name	Designation	Contact Number	e-mail
Ms. Samia Akter	Manager, HR	01325074205	cpc1.co.bd@statebank.com

Alternate Focal Point

Name	Designation	Contact Number	e-mail
Mr. Anik Hassan Rabbi	PS to Country Head	01325074224	ps.bd@statebank.com

Inspection Team

SI	Name	Designation	Contact Number	e-mail
01.	Mr. Anirban Haq	VP & CRO	01730-712658	hrmd.bd@statebank.com
02.	Mr. Maksudur Rahman	Sr. Asst. Vice President	01325074201	vpops.co.bd@statebank.com
03.	Mr. Raqib Al Rashid	Sr. Asst. Vice President	01325074202	comp1.co.bd@statebank.com
04.	Mr. Narayan Chandra Sarker	Asst. Vice President	01325074236	sbiaudit@statebank.com
05.	Mr. Sanjit Chandra Lodh	Joint Asst. Vice President	01325074207	ops1.co@statebank.com
06.	Mr. Surajit Chakraborty	Joint Asst. Vice President	01325074208	lt2.co.bd@statebank.com
07.	Mr. Joyanta Sarker	First Asst. Vice President	01325074206	cr1.co@statebank.com
08.	Mr. Shantonu Sarkar	First Asst. Vice President	01325074211	shantonu.bd@statebank.com



Citizen Charter Team/Cell

SI	Name	Designation	Contact Number	e-mail
01.	Mr. Anirban Hossain	Vice President	01325074201	hrmd.bd@statebank.com
02.	Mr. Raqib Al Rashid	Sr. Asst. Vice President	01325074202	comp1.co.bd@statebank.com
03.	Mr. Tousif Ahmed Khan	Principal Officer	01325074212	acctax2.co.bd@statebank.com
04.	Mr. Md. Shakib Hossain	Officer	01325074223	acctax3.co.bd@statebank.com
05.	Mr. Kawsar Mannan	Officer	01325074221	risk2.co.bd@statebank.com

