



মিউচুয়াল ট্রাস্ট ব্যাংক লিমিটেড  
**Mutual Trust Bank Ltd.**

*you can bank on us*

**MTB Group Human Resources**

**OFFICE ORDER NO. GHR/5585 DATED SEPTEMBER 24, 2020**

**Re-constitution of 'MTB Group Integrity Committee'**

The 'MTB Group Integrity Committee (MTB GIC)' (মিউচুয়াল ট্রাস্ট ব্যাংক গ্রুপ নৈতিকতা কমিটি) is reconstituted by co-opting Mr. Shafayat Ullah, EVP & Head of Group Legal Affairs Division excluding Mr. Khondaker Rahimuzzaman, SEVP (resigned), Mr. Md. Shah Alam Patwary, SEVP (resigned) with the following executives, terms of reference and until further instruction:

SI	Name	Designation	As
01	Mr. Goutam Prosad Das	DMD & GHoICC	Chairman
02	Mr. Abdul Mannan	SEVP & Head of MDDB 2	Member Secretary
03	Mr. Md. Bakhteyer Hossain	SEVP & Head of Transaction Banking	Member
04	Mr. Galib Hamid Protik	EVP & Head of MOD	Focal Point Official- MTB
05	Mr. Md. Nazrul Islam Mazumder	CEO, MTB Securities Ltd. (MTBSL)	Focal Point Official- MTBSL
06	Mr. Khairul Bashar Abu Taher Mohammed	CEO, MTB Capital Ltd. (MTBCL)	Focal Point Official- MTBCL
07	Mr. Masud Mushfiq Zaman	SVP & GHoHR	Member
08	Mr. Mohammad Zahidul Ahasan	Head of NRB Division	Focal Point Official- MTB Security Custodian
09	Mr. Shafayat Ullah	EVP & Head of Group Legal Affairs Division ( MGL)	Deputy Focal Point Official- MTB

**Terms of Reference (ToR):**

01. To identify the successes and challenges in implementation of integrity strategy in MTB Group.
02. To prepare time bound action plan to mitigate the challenges.
03. To assign the responsibility to implement the action plan.
04. To implement and monitor status of implementation of the action plan on establishment of integrity.
05. To ensure:
  - i) Submission of progress report on implementation of time bound action plan for implementation of integrity strategy.
  - ii) Uploading information of the officials terminated under disciplinary action/retiring voluntarily/resigning pending disciplinary actions.
  - iii) Sending other information related to the above, to National Integrity Strategy Implementation Unit of Bangladesh Bank, Bangladesh Securities and Exchange Commission on time.
06. To perform other functions, related to adoption of integrity strategy, such as:
  - i) To increase awareness on integrity among the employees.
  - ii) To identify areas for skill development and implement training plan.
  - iii) To organize training and workshop.
  - iv) To ensure implementation of performance evaluation process along with reward system for employees as mark of recognition of integrity, honesty and good work.
  - v) To ensure smooth operations and development of complaint management process.
  - vi) To ensure smooth implementation of Code of Conduct.
  - vii) Any other matter that may arise from time to time.

This will come into force with immediate effect.

**SYED MAHBUBUR RAHMAN  
MANAGING DIRECTOR & CEO**

**EXECUTIVES CONCERNED  
MUTUAL TRUST BANK LTD (MTB)**