

Foreign Exchange Policy Department
Bangladesh Bank, Head Office, Dhaka

Bangladesh Bank – Authorized Dealers' Forum
37th Meeting – Record Notes

The 37th meeting of the "**Bangladesh Bank-Authorized Dealers' Forum**" was held on **27/01/2025 at 11:00 AM** at the Jahangir Alam Conference Hall, 5th floor, Head Office, Bangladesh Bank. The meeting was convened and chaired by **Arif Hossain Khan, Executive Director, Bangladesh Bank**. The list of Forum members and representatives present is shown in Annex "Ka."

The chairperson welcomed all present and commenced the meeting with introductions of new participants. The record notes of the 36th meeting were presented and adopted unanimously. Subsequently, progress on implementation of decisions from previous meetings was reported. Various circulars and circular letters issued between the 36th and 37th meetings were discussed. The detailed discussions and decisions are as follows:

Sl. No.	Agenda Item	Raised By	Discussion & Decision	Responsible Party
01	Non-creation of Forced Loan in Customer's Name When Import Bill is Settled from Bank's Own Funds	–	At the 36th meeting of the BB-AD Forum, it was decided that BRPD may take necessary action, including issuing appropriate directives, regarding not immediately creating a forced loan in the customer's name when import bill obligations are settled from the bank's own funds. The BRPD representative informed the meeting that this matter would be raised at the upcoming bankers' meeting. The chairperson agreed and directed that the decision of that meeting be communicated to FEPD.	BRPD, Bangladesh Bank
02	Clarification of FE Circular No. 07, dated 18 January 2025	Habib Bank	Per FE Circular No. 07/2025, no credit report is required for imports up to USD 40,000 in value received through indentors. However, the relevant bank must confirm whether the concerned indenter is regularly earning commission. Habib Bank stated that it is not possible to confirm whether an indenter is regularly earning commission. After detailed discussion, it was decided that the Import Policy Branch, Foreign Exchange Policy Department, will examine this matter and take necessary measures.	Import Policy Branch, Division-1, FEPD, Bangladesh Bank

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03	Importers' Import Registration Certificate (IRC)	FEPD, Bangladesh Bank	FEPD informed the meeting that per Guidelines for Foreign Exchange Transactions, 2018, Vol-1, Chapter 7, Clause 1(a), AD bank branches are required to ensure importers obtain registration from the Chief Controller of Import and Export (CCIE) or obtain exemption under that law. Since 01 July 2019, CCIE has been issuing digital IRCs with 15 digits. During renewal, old importers are being issued 15-digit digital IRCs replacing their old IRC numbers, and these are being entered into the Online Import Monitoring System — resulting in multiple IRCs for the same importer in the system. This makes monitoring of overdue Bills of Entry, IRC limits, etc. very difficult and causes deviations from Guidelines instructions. To resolve this issue, until FEPD announces consolidation of old and new IRCs, FEPD proposed that for importers having both old and new IRCs in the system, only the old IRC should be used. The chairperson directed all AD banks to follow accordingly.	All Banks
04	Timely Settlement of Accepted and Matured Local and Foreign Import Bills	FEPD, Bangladesh Bank	Per GFET-2018, Vol-1, Chapter 7, Clause 34(a), instructions have been given for timely settlement of unpaid accepted bills; otherwise, punitive action including AD license cancellation may be taken against banks. Additionally, per FE Circular-30/2024, failure to settle accepted import bills on time may result in personal liability of the concerned bank official along with punitive action. FEPD data indicates that the volume of accepted and unpaid import bills has been increasing across the banking sector. Previous BB-AD Forum meetings have also issued directives on this matter. The chairperson reiterated the directive to all banks to settle accepted and unpaid bills on time.	All Banks
05	One-Stop Approval and Simultaneous System Update for Foreign Exchange-Earning Exporters via Bangladesh Bank's Inter-Departmental Coordination	United Commercial Bank PLC	Per GFET-2018, Vol-1, Chapter 8, Clause 11(a), prior Bangladesh Bank approval is required for deducting commission and charges exceeding 5% from repatriated export value. Currently, AD banks' applications must first receive FEPD approval, and then the same application with that letter must be submitted again via ticket to FEPD's online Export Monitoring System for EXP matching — causing delays in serving exporters. The representative requested a one-stop process where system updates happen simultaneously with approval, through Bangladesh Bank's inter-departmental coordination. After overall discussion, it was decided that FEOD and FEPD will jointly discuss and take necessary measures.	FEOD, Bangladesh Bank

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06	Request to Consider Applicability of TT Payment for Imports via Land Ports	Standard Chartered Bank	Standard Chartered Bank informed the meeting that per GFET (Vol-1), Chapter 7, Clause 21, imports via land ports are now seamless due to improved digital communication between Bangladesh Bank and Customs. There is no significant difference between land ports and seaports for reporting, monitoring, and oversight for import clearing formalities. Standard Chartered Bank therefore requested specific guidelines on advance TT payment for imports via land ports (especially for the garments sector). FEPD Division-1 Director clarified that GFET Chapter 7, Clause 27 and subsequently issued circulars apply for advance import payment — Clause 21 is not a barrier in this case.	All Banks
07	Request to Set a Standard for Minimum Insurance Coverage for Imports	Standard Chartered Bank	Standard Chartered Bank informed the meeting that per Import Policy Order 2021–2024, Chapter 2, Para 8(10-c), an Insurance Cover Note is required for opening LCs. The bank requested guidelines on specifying a minimum percentage (%) of insurance coverage on import value for all types of imports where an Insurance Cover Note is required. Mutual Trust Bank noted that per FE Circular, UCP-600 is to be followed for LC settlement in import-export trade, so insurance documents (Insurance Policy/Insurance certificate/declaration under open cover) regarding insurance coverage are to follow UCP-600, Article 28. The chairperson directed all to follow accordingly. He also informed those present that the prevailing market rate of foreign currency must be used when obtaining insurance coverage.	All Banks
08	Submission of LC and LC Amendment Copies	Standard Chartered Bank	Standard Chartered Bank informed the meeting that per FE Circular-19/2005, banks have been sending LCs and amended LC copies to land port authorities monthly. As all operations are now conducted digitally, the bank requested guidance on whether this hard copy submission can be discontinued. FEPD noted that Bangladesh Bank's online reporting system is interconnected with ASYCUDA World, so sending hard copies of LCs separately to customs/port authorities is not necessary. It was decided that FEPD (Import Policy Branch) will take necessary measures.	Import Policy Branch, Division-1, FEPD, Bangladesh Bank

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09	Bonus Remittance for Foreign Nationals Working in Bangladesh	Standard Chartered Bank	Standard Chartered Bank noted that FE Circular No. 33/2021 permits remittance of 80% of monthly salary and FE Circular 14/2020 permits 75% bonus remittance, and asked whether up to 80% bonus (instead of 75%) can be sent as outward remittance by coordinating the two circulars. FEPD Division-1 Director clarified that FE Circular No. 14/2020 specifies annual bonus payment as a lump sum instead of over 12 months. Since the remittable portion of current income is not at issue here, 80% of the eligible bonus (after tax) per the work permit issued by the competent authority is remittable abroad. Therefore, FE Circular Letter No. 33/2021 applies for bonus remittance abroad.	All Banks
10	Personal Foreign Currency Account	Standard Chartered Bank	Standard Chartered Bank requested clear guidance on: (i) whether the same individual can hold foreign currency accounts at multiple banks; and (ii) whether funds can be locally transferred/paid via RTGS from one such account to another or to a third party's account. FEPD stated that per GFET Chapter 13, more than one FC account is possible depending on the nature of the customer. Foreign currency can be deposited in cash in RFCD accounts. However, there is no provision to deposit foreign currency via RTGS in a bank-to-bank arrangement. Both the foreign currency provider and depositor must comply with appropriate Due Diligence.	All Banks
11	Payment of Tuition Fees for Children of Foreign Nationals Working in Bangladesh	Standard Chartered Bank	Foreign nationals working in Bangladesh who have opened foreign currency accounts per GFET-2018, Vol-1, Section-1, Chapter 13 may pay tuition fees in foreign currency for their children from those accounts. However, Standard Chartered Bank raised the question of whether the employing institution can pay tuition fees in foreign currency locally from its own foreign currency account on behalf of the foreign national's children. FEPD stated that per GFET Chapter 11 and all related circulars, the employing institution may credit salary/allowances to the foreign national's foreign currency account, but there is no provision for sending remittances on behalf of that officer. Similarly, the employing institution cannot pay tuition fees from its own foreign currency account.	All Banks

Finally, the chairperson thanked all present and declared the meeting closed.

(Arif Hossain Khan)
Convener, BB-AD Forum

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Executive Director, Bangladesh Bank