



**Credit Information Bureau**  
Bangladesh Bank  
Head Office  
Dhaka

Website: [www.bb.org.bd](http://www.bb.org.bd)



CIB Circular Letter No.01/2022

Date: 16 January, 2022  
02 Magh, 1428

Managing Directors/ Chief Executives  
All Scheduled Banks & Financial Institutions in Bangladesh

Dear Sir,

**Regarding cut off time of Monthly Batch Contribution to the CIB database.**

Please refer to the CIB Circular No. 01/2018 dated 26 April, 2018 and CIB circular no. 02/2011 dated 04 May, 2011.

According to the above circulars, all scheduled banks and financial institutions contribute monthly batch data by 20<sup>th</sup> of the following month. With a view to making credit information of CIB report more updated it has been decided to reduce the cut off time of monthly batch contribution to the CIB database. Accordingly, following amendments have been made to the section 3 of the CIB Circular no. 01/2018 dated 26 April 2018:

“From January, 2022 Monthly Batch Contribution and onwards, every Monthly Batch Contribution has to be uploaded to the CIB Online system on or before 15<sup>th</sup> of the following month.”

And to the section 3(ka) of the CIB circular no. 02/2011 dated 04 May, 2011:

“Every Bank/FI has to upload their borrower’s credit information having outstanding balance of TK. 1(One) and above (including credit cards irrespective of positive or negative data) by the 15<sup>th</sup> of the following month.”

This circular will be effective immediately.

Yours faithfully

(Md. Anis Ur Rahman)  
General Manager  
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