

Foreign Exchange Policy Department
Bangladesh Bank
Head Office
Dhaka.
www.bb.org.bd

FEPD Circular Letter No. : FEPD(FEMP)/01/2012-29

Date: 18 December, 2012

Head Offices/Principal Offices of all Authorized Dealers

Dear Sirs,

Submission of Exchange Position through Rationalized Input Template (RIT) in web portal and not to submit information through emails.

Your attention is invited on FE circular no. 7, Date: 15 April, 2010 and FEPD Circular Letter No.- FEPD(FEMP)/04/2012-14, Date: 11 July, 2012 on the above subject.

It is to be informed that the hard and soft copy of daily exchange position (through email) need not to be submitted as per instruction mentioned in FE circular no. 7 Date 15 April, 2010 from 01 January, 2013. But Comma Separated Value (csv) file of daily exchange position of previous working day have to be submitted through Rationalized Input Template (RIT) in web portal within 11 a.m. from 01 July 2013 as per instruction mentioned in FEPD(FEMP)/04/2012-14. To fill up RIT of the exchange position, you are requested to follow the instruction of concerned reference file and FE circular no. 7 Date: 15 April, 2010. Beside this, you are advised to inform Bangladesh Bank by email (fepd.femp2@bb.org.bd) within 11.00 a.m. if you fail to submit exchange position within due time or the exchange position limit is exceeded.

Hard copies of properly signed Exchange position of each working day that has prepared as per attached annexure of FE circular no. 7 Date: 15 April, 2010 has to be stored and these copies have to be submitted in Bangladesh Bank on demand for inspection or other regulatory purposes.

Please acknowledge receipt.

Yours faithfully,

Signed\-

(Mohammad Zakir Hossain Chowdhury)

Deputy General Manager

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