

(50080)  
Telex : Banglabank  
Telephone : 7126101-20  
Fax : 7114705

Financial Institutions Department  
Bangladesh Bank  
Head Office  
Dhaka

29 December, 2005  
Dated .....  
15 Pous , 1412

**FID Circular No. 12**

Managing Director/Chief Executive  
All Financial Institutions

Dear Sir,

**Guideline on Information & Communication Technology for  
Financial Institutions (non-bank)**

You are well aware that in recent years the banking and finance industry has undergone massive changes in providing service to their customers by using information technology. So it is important to ensure security in IT setup as well as in IT operations and financial Institutions must take adequate measures to prevent the information unauthorized access, modification, disclosure and destruction so that customers' interest is fully protected.

Considering the above circumstances, Bangladesh Bank has taken the initiative to provide the industry with IT guideline of 'minimum' security standards for scheduled banks and financial institutions prepared by focus group with participation from Nationalized Commercial Banks, Private Commercial Banks, Foreign Banks and Bangladesh Bank. These guidelines forwarded through CD-ROM will be the base to develop financial institutions own IT Policy and Security Standards.

Financial Institutions, are, therefore, advised to follow these Guidelines in their IT area and implement all the security standards by May 15, 2006 and submit a compliance report to this department. Bangladesh Bank will also monitor the progress of implementation of these security standards through its on-site inspection team during routine inspection.

Please acknowledge receipt.

Yours faithfully,

Enclo : 1(one) CD-ROM.

(Sudhir Chandra Das)  
Deputy General Manager  
Phone : 7120956.