

# Letter of Transmittal

Date:

Shyamali Biswas

Supervisor

Internship Program

Department of B.B.A.

Stamford University, Bangladesh.

Subject: Submission of the Internship Report

Dear Madam,

I have much pleasure in submitting the report of “*Foreign exchange Division of Exim Bank*”. It is difficult and it is certainly so for me, to say to what extent the report will actually help in the understanding of financial performance of *Exim Bank*. I trust, however that the report will provide some fundamental thinking and framework for such understanding.

I have tried my best to prepare this report and sincerely believe that the road to improvement is never ending.

Very truly yours,

Signature

Sk. Anik Mahmood

B.B.A 30th Batch

id no -03010333

Department: B. B. A.

Stamford University Bangladesh

## Declaration

I do hereby solely declare that the work presented in this internship report has not been previously submitted to any other University/ College/ Organization for an academic qualification Certificate/ Diploma or degree.

The work I have presented does not breach any existing copyright and no portion of this report is copied from any work done earlier for a degree or otherwise.

I further undertake to indemnify the department against any loss or damage arising from breach of the foregoing obligation.

.....  
Signature of the student

SK. Anik Mahmood

ID No BBA #03010333

Batch: 30

Date.....

## CERTIFICATE

This is to certify that the Internship Report Titled  
*“Foreign Trade Operations on EXIM Bank of Bangladesh Ltd.”*  
In Export Import Bank of Bangladesh, Malibagh Branch, Dhaka, Bangladesh.

Submitted to the Stamford University Bangladesh in partial fulfillment of the requirement for the degree of

**Bachelor of Business Administration (BBA)**  
Is a record of bonafide practical work carried out by

**SK. Anik Mahmood**

As far as I know, this report has not been submitted for the award of any other Degree, Diploma or other similar title or prizes and that the work has not been published in any business or popular magazine.

I wish every success in his life.

Supervised by-

Verified by-

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Shyamali Biswas  
Assistant Professor  
Discipline of Accounting  
Department of Business Administration  
Stamford University Bangladesh

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Farjana Yeshmin  
Assistant Professor and  
Head of Discipline of Accounting  
Department of Business Administration  
Stamford University Bangladesh

## **Acknowledgement**

At the very beginning I would like to express my deepest gratitude to the almighty **ALLAH** for giving me the strength and the composure to finish the task within the scheduled time.

I am grateful to my faculty respective advisor, Shyamali Biswas, Department of B.B.A., Stamford University for guiding me throughout the course of my BBA internship program.

At last I would like to thank to personnel of the organization of Malibagh Branch who has directly and indirectly provided valuable insights, support and encouragement. I must mention the wonderful working environment and group commitment of this bank that has enabled me a lot deal to do and observe the banking activities during my internship period.

I sincerely believe that the road to improvement is never ending. Hence, I shall look forward to and gratefully acknowledge all suggestions received.

**SK. Anik Mahmood**

B.B.A 30th Batch

Id no- 03010333

Department of B.B.A

Stamford University Bangladesh

## **Executive Summary**

Banking service in Bangladesh is characterized as a highly competitive and highly regulated sector. With a good number of banks already in operation and a few more in the pipeline, the market is becoming increasingly competitive by the day. With the global slowdown in the face of rising competition, the commercial banks are constantly looking for ways to develop their market and quality of service and product offers to remain ahead of others. A significant amount of regulation by Bangladesh Bank prevents the scope of introducing newer products into the market and thereby restricts a banks' ability to outperform others with a diversified product range.

Export Import Bank Ltd, one of the leading private commercial banks, is promoted by a group renowned Bangladeshi entrepreneur and started operation on 3<sup>rd</sup> August 1999. The Bank offers the full range of banking and investment services for personal and corporate customers, backed by the latest technology and a team of highly motivated officers and staff.

The report is divided into the following five parts- Introduction, Company Overview, Foreign trade Operation, Financial Analysis of the bank and Concluding Remarks.

Introduction section deals with some elementary issues regarding the background and the process of preparing this report.

The next section following the introduction helps to know the brief history of Export Import Bank Ltd. Further, have tried to focus on the services provided by Export Import Bank Ltd.

Foreign trade operation is the starting point of all the Foreign banking operations. It is the operation, which provides day-to-day services to the customers. It involves with import, export

and remittance. Financial analysis part shows the financial position of Exim bank, where Trend analysis & SWOT analysis included. Final section shows Findings, conclusion & recommendation.

In this report the promoters and the equity holders are aware of their commitment to the society to which they belong. Export Import Bank Ltd plays an important role in mobilizing domestic resources with its stupendous operating performance and wants to make a substantive contribution to the society where it operates.