ANNUAL REPORT

2022-2023

BANGLADESH INSTITUTE OF MANAGEMENT

4, SOBHANBAG MIRPUR ROAD DHAKA-1207

Contents

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BANGLADESH INSTITUTE OF MANAGEMENT

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	Government of the People's Republic of Bangladesh

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Member Secretary:

*Faculty Member**** Bangladesh Institute of Management.
* Not according to seniority
** Nominated by the Secretary, Finance Division
*** Nominated by the Director General, BIM

EXECUTIVE COMMITTEE OF POST GRADUATE DIPLOMA PROGRAMS, BIM

Chairman:

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Members:

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Professor[1]   Department of Finance and Banking, Dhaka University

Professor[2]   Industrial and Production Engineering Department

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                                       Technology (BUET)

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                                       Representative from BRAC (NGO)

BIM Faculty[3]   Representatives from Diploma Course

Member Secretary:

Faculty[4]   Bangladesh Institute of Management (BIM)

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1. Nominated by the Vice Chancellor, Dhaka University.
2. Nominated by the Vice Chancellor, BUET.
3. Nominated by the Director General, BIM
4. Nominated by the Director General, BIM

Administrative Building of BIM, Dhaka Campus

BIM

A Brief Profile

The origin of what today is known as the Bangladesh Institute of Management (BIM) can be traced back to 1961 when its precursor, the Management Development Centre, East Pakistan, was established. It is the outcome of a tripartite project known as

'East Pakistan Management Development, Supervisory and Instructor Training Centre'. To establish this project, a plan of operation was signed by the then Government of Pakistan, the United Nations and ILO in 1960. The project came into being on 1-1-1961 under the administrative control of the Ministry of Health, Labour and Social Welfare (Labour and Social Welfare Division) of the then Central Government of Pakistan which was subsequently transferred to the Provincial Government of East Pakistan in December 1963.

In 1970, the East Pakistan Government Educational and Training Institutions Ordinance, 1961 (East Pakistan Ordinance No. XXVI of 1961) was made applicable for Management Development Centre with effect from 1-7-1970 thereby providing the centre with autonomous status.

In 1966, apart from offering short term, subject specific training programmes, a specialized, year-long Post Graduate Diploma in Personnel Management was introduced by the Centre.

After the liberation of the country in 1971, the institute was vested with the responsibility of building up human resources of the newly independent country. Between 1972—75, the public sector was the predominant sector of the economy and the majority of the clients of the institute were drawn from the public sector enterprises. The institute was further involved in providing training to the members of what was proposed to be the Industrial Management Service (IMS).

With gradual shift in development focus and liberalization of the economy from around 1975, there was distinct shift in focus of the activities of BIM. The client base also changed from a predominantly public sector to a mix of public and private sector. During the late 70's to mid 80's, the institute was recipient of major Technical Assistance Projects, which resulted in a major transformation of the institute. It became a hub of management training with participants being drawn from public, private and NGOs sectors. In the year 1981, another year long, Post Graduate Diploma in Industrial Management was introduced.

In the early 90's, Bangladesh Management Development Centre (BMDC) was faced with stiff competition in the field of short, subject specific training programmes. The number of participants per course and the number of courses were both decreasing.

Against this backdrop, the BMDC took a far-reaching strategic decision to introduce a number of year long, Post-Graduate Diploma (PGD) courses. Three such academic programmes— PGD in Marketing Management, PGD in Financial Management, PGD in Computer Science were introduced. Response to these
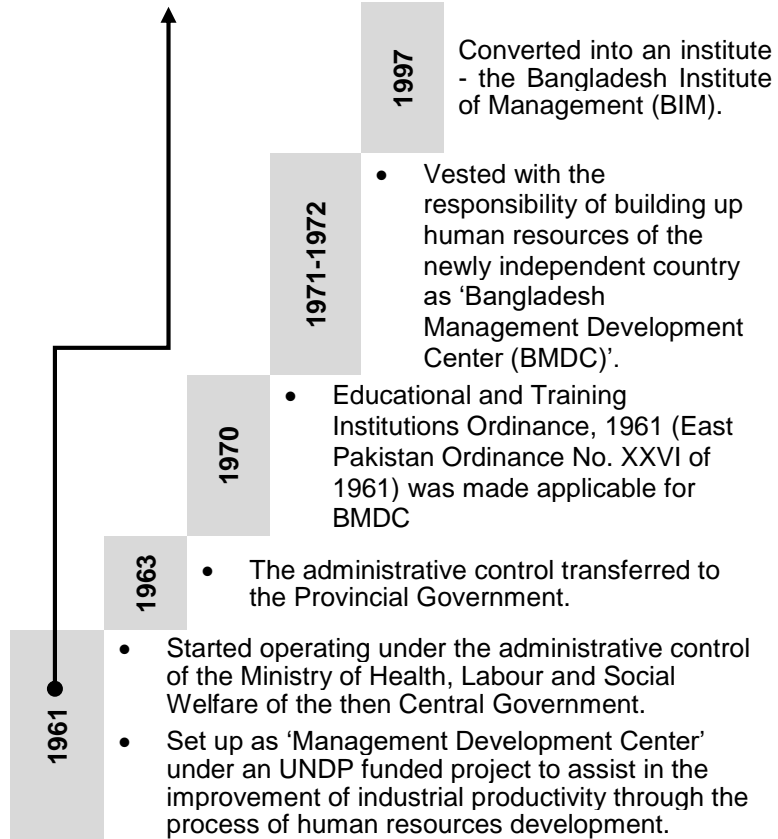
new diploma programmes, particularly for computer science, was encouraging.

During late nineties, the BMDC started the process of restructuring itself so as to enable it to offer academic programmes designed to create professionals. It was in that light the Bangladesh Management Development Centre (BMDC) was converted into an institute-the Bangladesh Institute of Management (BIM) on August 04, 1997.

1997
Converted into an institute - the Bangladesh Institute of Management (BIM).

1971-1972
- Vested with the responsibility of building up human resources of the newly independent country as 'Bangladesh Management Development Center (BMDC)'.

1970
- Educational and Training Institutions Ordinance, 1961 (East Pakistan Ordinance No. XXVI of 1961) was made applicable for BMDC

1963
- The administrative control transferred to the Provincial Government.

1961
- Started operating under the administrative control of the Ministry of Health, Labour and Social Welfare of the then Central Government.
- Set up as 'Management Development Center' under an UNDP funded project to assist in the improvement of industrial productivity through the process of human resources development.

In 2008 considering the importance of RMG sector for the wellbeing of Bangladesh economy, a 6 month long diploma in social compliance was introduced by the Institute.

The initiative is further enhanced by introducing another specialized Diploma in Productivity and Quality Management in the current year. Both the programmes were launched in cooperation with German International Cooperation (GIZ). From 2017, a six months course on Advanced Certificate Course on Business Administration was launched.

While Training, Research and Consultancy are the three mandated activities of BIM; the major thrust during the last decade has been on training and Post Graduate Diploma Programs.

OUR OBJECTIVES

- ✓ To train and develop managers at all levels engaged in commercial, industrial and service organizations of private, public sector and NGO's.

- ✓ To help for improving productivity in different sectors of the economy through Training, Research and Consultancy services.

- ✓ To promote exchange of knowledge and experience.

Administration and Organization

- The Board of Governors is the highest policy making body of BIM. The Board provides the policy framework for the Institute to operate and monitor its activities.

- The Board of Governors of BIM consists of members drawn from the government, business, trade associations, and academics. The Secretary, Ministry of Industries, Government of the People's Republic of Bangladesh is the Chairman of the Board.

- The Chief Executive of the Institute is the Director General, who is assisted by the three Directors.

- The academic programs at BIM are grouped into ten specialized divisions. The divisions are as follows:

  1. Accounting and Financial Management,
  2. Computer Services,
  3. General Management,
  4. Marketing Management,
  5. Human Resource Management,
  6. Production Management,
  7. Productivity and Consultancy,
  8. Project and Social Service Sector,
  9. Research, Evaluation and Publication, and
  10. TOT and Behavioral Management.

- In addition to this, there are six other sections namely Administration, Accounts, Audio Visual, Library, Maintenance and Reproduction.

- The BIM has two other campuses- at Chattogram and Khulna, headed by two Deputy Directors.

Training Activities

BIM offers two types of courses: Short courses of one to four weeks long and Diploma courses of six months to one-year duration.

a. Short Courses

During the course of the last decade, BIM has organized over 80 courses and seminars annually of varying duration ranging from one to four weeks, sometimes of longer duration for request programs.

Till the year ending June 2023, the total number of short courses organized by the institute have been 4,392 and the total number of executives trained in various short courses are 65,443.

b. Diploma Courses

Presently, BIM offers the following five post graduate diploma courses of one year each namely, (i) Human Resource Management, (ii) Industrial Management, (iii) Marketing Management, (iv) Financial Management and (v) Computer Science.

Among the Post-Graduate Diploma courses mentioned above, the highest participation is observed in the discipline of Human Resource Management. The course has also been offered in Chattogram campus since 1985.

Apart from above Post-Graduate Diploma courses, BIM offers Diploma in "Social Compliance" and "Productivity & Quality Management" & Advanced Certificate Course on Business Administration (ACBA).

Diploma Courses	
1966	
• Number of Course(s)	01
• Number of Participants Enrolled	37
2023	
Number of Course(s) On going	08
Number of Participants Enrolled	686
1966 to 2023	
• Number of Participants Enrolled	19,152
• Total Number of Participants Graduated	12,640

Diploma Programs | Time-line

1966

Post-graduate Diploma in Personnel Management (PGDPM) was introduced.

1981

Post-Graduate Diploma in Industrial Management (PGDIM) was introduced.

1994

Three academic programs – Post-Graduate Diploma in Marketing Management, Post-Graduate Diploma in Financial Management, Post-Graduate Diploma in Computer Science were introduced.

2002

Post-Graduate Diploma in Business Management was introduced in place of Post-Graduate Diploma in Industrial Management.

2008

Diploma in Social Compliance was introduced in cooperation with German International Cooperation (GIZ).

2011

- Post-Graduate Diploma in Personnel Management (PGDPM) was updated as Post-Graduate Diploma in Human Resource Management (PGDHRM).

- Reintroduction of Post-Graduate Diploma in Industrial Management (PGDIM in place of Post-Graduate Diploma in Business Management (PGDBM).

2013

- Diploma in Productivity and Quality Management has been launched in cooperation with German International Cooperation (GIZ) on January 31, 2013.

- Post-Graduate Diploma in Human Resource Management has been reintroduced in Khulna campus after an interval of six years.

- Online application and admission systems have been implemented in Post-Graduate Diploma Programs.

2023

- Post-Graduate Diploma in five subjects started with 572 participants.

Other Activities

a. Consultancy

BIM has multidisciplinary experience in consultancy services and has rendered services to various national and international agencies and organizations. The clientele include among others, Bangladesh Inland Water Transport Authority (BIWTA), Dhaka Transport Coordination Authority (DTCA), Save the Children, Ministry of Disaster Management and Relief (MoDMR), Department of Technical and Vocational Education (DTVE), Dhaka WASA, Bangladesh Steel and Engineering Corporation (BSEC), Bangladesh Textile Mills Corporation (BTMC), Dhaka City Corporation (DCC), Dhaka Mass Rapid Transit Authority, Department of Family Planning (DFP), Bureau of Manpower Employment and Training (BMET),Investment Corporation of Bangladesh (ICB),Bangladesh Industrial Technical Assistance and Cooperation (BITAC),Bangladesh Standard & Testing Institution (BSTI), Bangladesh Agricultural Research Council (BARC) and Bangladesh Sugar and Food Industries Corporation (BSFIC) etc. In-house services are also provided to various organizations on need basis.

b. Research

BIM also undertakes research projects. Such research projects deal with Training and Management Development, Corporate Management, Incentive Schemes, Managerial Motivation, Quality Circles, Recruitment and Selection, Performance Appraisal etc. In the last fiscal year faculty members of BIM have conducted 8 studies using internal research grant of BIM.

c. Publication

"Management Development" a quarterly publication of Bangladesh Institute of Management always solicits articles on contemporary issues in the field of socio-economic, business management, human resource development etc. Articles that are based on empirical studies are preferred. Articles on innovative and creative approaches on the subject matter of socio-economic, business management, human resource development are always welcomed.

Resources

a. Faculty

BIM can rightly boast of a multi-disciplinary faculty who bring with them not only academic distinction but also professional competence of a high degree. BIM has taken particular care to train up its faculty both at home and abroad so that they are able to discharge their duties to the best of their ability and to the complete satisfaction of their clientele. Most of the faculty members have had some experience in the industry which enables them to better empathies with the participants, who are mostly drawn from the trade and industry. This also adds to the effectiveness of the courses offered by BIM.

b. Physical Facility

The main campus of BIM is located on five acres of land at 4, Sobhanbag, Mirpur Road, in the centre of Dhanmondi, Dhaka. At present there are fourteen fully equipped, air-conditioned classrooms. After the completion of the "Strengthening of BIM, Dhaka Project" there will be 28 classrooms with modern training facilities where 1,850 participants can be accommodated at a time. The old hostel of BIM is also under construction so there is only one building containing 15 air-conditioned rooms including twin beds and dining facility for 120 individuals but the capacity will be more than double after the completion of the project. BIM has similar, though smaller facilities in the other two major cities of Bangladesh—Chattogram and Khulna.

c. Computer Labs

BIM has two computer labs equipped with the latest state of the art microcomputers numbering over 100. The computer labs are suitably designed to provide conducive learning environment to the participants of computer related courses. Latest software's are available for running database, spreadsheet and word-processing applications. A modern computer lab facility is also available for the participants at the Chattogram Campus.

d. Library Facilities

The fully air-conditioned library at Dhaka has a rich collection of books on various aspects of management and modern business practices as well as a large number of national and international journals. Library facilities are available to all participants and other readers interested in management education.

Short Courses|2022-2023

Table No. 01
Number of Short Courses Organized as per Division
for the Period 2022 – 2023

✓ Short courses have been the focal activity of BIM for the Year under review.

✓ A total of 67 courses were conducted in the year 2022-2023.

SL. No.	Name of Division	No. of Courses Held		Total
		Regular*	Special*	
1.	Accounting and Financial Management	7	2.5	9.5
2.	Computer Services	0	0	0
3.	General Management	0	8.5	8.5
4.	Marketing Management	1	5	6
5.	Human Resource Management	4	11.5	15.5
6.	Production Management	4	0	4
7.	Consultancy and Productivity	2	1	3
8.	Project and Social Service	0	4	4
9.	Research and Publication	5	3.5	8.5
10.	TOT and Behavioral Management	2	6	8
Grand total		**25**	**42**	**67**

Regular Course(s)' refer to the accomplishment of a scheduled course; **'Special Course(s)'** are the courses that are offered by BIM outside of the scheduled courses.

Short Courses|2022-2023

Table No. 02
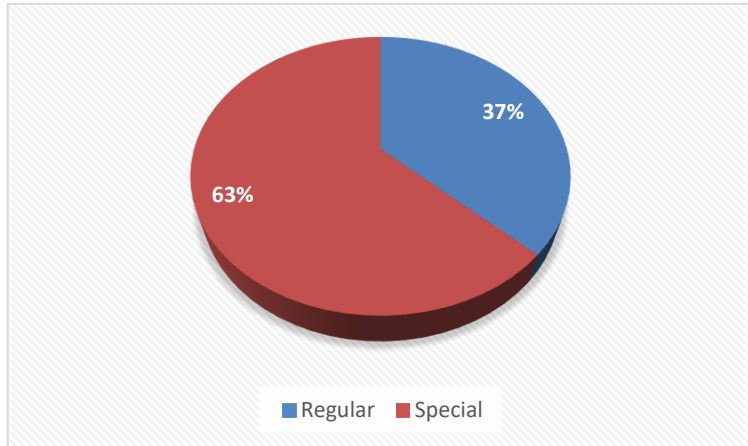**Campus Wise Short Courses Organized**
for the Period 2022 – 2023

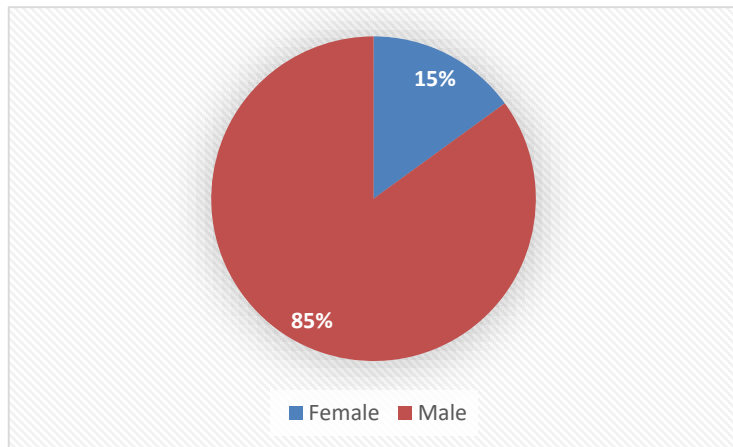| SL. No.	Campus	No. of Courses Held		Total
		Regular*	Special*	
1.	Dhaka Campus	22	36	58
2.	Chattogram Campus	3	6	9
3.	Khulna Campus	0	0	0
Grand total		**25**	**42**	**67**

Participants in Short Courses|2022 -2023

Table No. 03
Participants by Type of Courses, 2022-2023

Type of Courses	No. of Participants		
	Male	Female	Total
Regular	281	41	322
Special	864	160	1024
Total	**1145**	**201**	**1346**

Graph No. 01
Percentage of participants by Type of Courses, 2022– 2023

37%

63%

■ Regular ■ Special

Graph No. 02
Percentage of Participants by Sex, 2022- 2023

15%

85%

■ Female ■ Male

Online Training Activities at BIM |2022 -2023

BIM has made significant strides in innovation and digitization of government and civic services and continues to do so. During the Covid-19 pandemic online classes were launched through Zoom platform in collaboration with BDREN (Bangladesh Research and Education Network) under the Bangladesh University Grants Commission. BIM has started to deliver online based short training programs of different durations. In the fiscal year 2022-2023, BIM has delivered training to 661 participants through 25 online courses.

Table No. 04
Month wise number of online courses & participants
2022-2023

SL	Month	Courses	Participants
1	July' 2022	2	53
2	August' 2022	1	18
3	September' 2022	2	23
4	October' 2022	2	61
5	November' 2022	0	0
6	December' 2022	2	23
7	January' 2023	3	59
8	February' 2023	3	85
9	March' 2023	1	38
10	April' 2023	0	0
11	May' 2023	4	92
12	June' 2023	5	209
Total		**25**	**661**

Diploma Programmes|2022-2023

Table No. 5

Enrollment in the Post-Graduate Diploma Courses, 2022-2023

Name of the Diploma Courses	Enrollment (2023)
• Post Graduate Diploma in Human Resource Management (PGDHRM) (Dhaka Campus)	360
• Post Graduate Diploma in Financial Management (PGDFM)	36
• Post Graduate Diploma in Marketing Management (PGDMM)	30
• Post Graduate Diploma in Computer Science (PGDCS)	24
• Post Graduate Diploma in Industrial Management (PGDIM)	20
• Post Graduate Diploma in Human Resource Management (PGDHRM) (Chattogram Campus)	80
• Post Graduate Diploma in Human Resource Management (PGDHRM) (Khulna Campus) *	22
Total :	**572**

Major Consultancy Works|2022-2023

BIM is engaged in providing various consultancy services such as assist in feasibility study, capacity building, impact assessment, recruitment process, development of training manuals, etc. for several years. During the year of 2022-2023, BIM has conducted the listed below studies.

Table No. 6

Major consultancy works in 2022-2023

S/N	Name of the Consultancy Works
1.	Development and Implementation of Sustainability Management Training Program, in collaboration with Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ).
2.	Impact Assessment of Mobile Library Project, funded by Ministry of Cultural Affairs. GoB.

Research Works |2022-2023

In the last fiscal year faculty members of BIM have conducted 8 Internal Research Works using research grant of BIM and 2 Research Works externally funded by other institutions.

Table No. 7

Research Works in 2022-2023

S/N	Title of the Research	Research Work Done by Person(s)/ Organizations
1	IR 4.0 and Production Process: Bangladesh RMG Sector.	Md. Mahbub ul Alam, SMC Md. Aminul Islam, SMC
2	A case study from the Bangladesh Institute of Management's financial performance will be investigated in order to improve future financial performance (BIM).	Tanvir Hossain, SMC- Principal Investigator Humayun Kabir- Research Associate
3	Learning Transfer- A case study on PGDHRM Graduates of BIM	Lamia Farha, SMC- Principal Investigator Jakia Rahman, RO- co- Investigator Mohammad Rayhan Islam, RO- co- Investigator
4	Preparedness of Training Institutes for skill development regarding 4IR	Farkhunda Dorin, SMC – Lead Researcher Shaikh Sajibur Rahman, MC, - Associate Researcher Md. Rabiul Islam Khan, MC, - Associate Researcher
5	Impact of Research and Development on firm Performance: Evidence from selected companies in Bangladesh.	Akhund Ahammad Shamsul Alam, SMC- Principal Investigator Md. Zafar Ali, MC- co- Investigator
6	Assessing training needs in the post pandemic era: public sector perspective	Amenoor, SMC Amit Das, AMC
7	Employability Skills for the Key Positions: Bangladeshi RMG Sector Context	Mohammad Nazmi Newaz, SMC-Principal Investigator Momtaz Khatun, MC-co- Investigator Md Nazmus Sakib, MC - co- Investigator
8	Corporate Sustainability Practices and Reporting in Banking Sector: A study on Commercial Banks of Bangladesh.	Md Rajibul Hoque, MC Aklima Zaman, MC
9	Opportunities and Challenges for Post Covid-19 in Selected Manufacturing Sectors of Bangladesh.	Lamia Farha, SMC & Principal Researcher Tanvir Hossain, SMC & Co- Principal Researcher Mahbub ul Alam, SMC & Reviewer A. S. Alam, SMC & Economic and Financial Expert Most. Fatama Begum, SRO, NPO & Research Associate Md. Razu Ahmmed, SRO, NPO & Research Associate
10.	Sick Industries in Public Sector of Bangladesh: Identifying the causes and remedies.	S M Ariful Islam, SMC & Team Leader Mohammad Sayeedur Rahman, MC & Principal Researchers Md Zafar Ali, MC & Coordinator Md Rajibul Hoque, MC & Deputy Team Leader Mamun Muztaba, MC & Industry Expert.

Employee Development|2022 -2023

BIM firmly believes that employee development activities help in the growth and development of the employees, who are the true assets of an organization. A detailed list of In-house training programs for faculty members as well as staffs of BIM is presented below.

Table No. 8
List of In-House Training Organized during the Year 2022-2023 at BIM Campus

S/N	Name of the Training/Course/Seminar/Workshop	Duration	No. of Participants	Venue
1	Innovation Training	September 09-10, 2022	19	BIM Dhaka
2	শুদ্ধাচার সংক্রান্ত প্রশিক্ষণ	September 14, 2022	29	BIM Dhaka
3	শুদ্ধাচার সংক্রান্ত প্রশিক্ষণ	September 15, 2022	31	BIM Dhaka
4	বাংলা ভাষা ব্যবহার-বিধি	November 1-2, 2022	43	BIM Dhaka
5	সেবা প্রদান প্রতিশ্রুতি	December 1, 2023	25	BIM Dhaka
6	তথ্য অধিকার আইন-২০০৯	December 13-15, 2022	88	BIM Dhaka
7	E- Nothi	December 22, 2022	9	BIM Dhaka
8	জাতীয় শুদ্ধাচার সংক্রান্ত	December 28, 2022	31	BIM Dhaka
9	E- Nothi	January 15, 2023	8	BIM Dhaka
10	D- Nothi (First batch)	February 19-20, 2023	18	BIM Dhaka
11	D- Nothi (2nd Batch)	February 22-23, 2023	13	BIM Dhaka
12	শুদ্ধাচার সংক্রান্ত প্রশিক্ষণ	March 01, 2023	32	BIM Dhaka
13	শুদ্ধাচার সংক্রান্ত প্রশিক্ষণ	March 02, 2023	22	BIM Dhaka
14	চাকরি বিধিমালা (১ম ব্যাচ)	March 13-15, 2023	31	BIM Dhaka
15	চাকরি বিধিমালা (২য় ব্যাচ)	March 15-17, 2023	33	BIM Dhaka

16	Research Methodology Effective Literature Review and Publication (1st Batch)	April 02-06, 2023	17	BIM Dhaka
17	Research Methodology Effective Literature Review and Publication (2nd Batch)	April 09-13, 2023	16	BIM Dhaka
18	"দুর্নীতি দমন আইন"	May 10, 2023	29	BIM Dhaka
19	"বার্ষিক গোপনীয় প্রতিবেদন"	May 15-16, 2023	31	BIM Dhaka
20	GRS Software	June 12, 2023	20	BIM Dhaka
21	অভিযোগ প্রতিকার ব্যবস্থা	June 11-12, 2023	20	BIM Dhaka
22	উদ্ভাবন কার্যক্রম জোরদারকরণ কর্মশালা	June 13, 2023	6	BIM Dhaka

BIM Activities in Picture

Honorable Secretary, Ministry of Industries, Director General of BIM, Director General of NPO and Senior Officials from BIM & NPO in the Validation Workshop of the research proposal under Joint Research collaboration between NPO & BIM.

Director General of BIM & Director General of NPO, in the bilateral cooperation memorandum signing ceremony between Bangladesh Institute of Management (BIM) and National Productivity Organization (NPO).

Distribution of food among poor people on the occasion of birth centenary of Father of the Nation Bangabandhu Sheikh Mujibur Rahman.

On the occasion of Father of the Nation's Birth Anniversary and National Children's Day.

In the seminar "Muktijuddhe Narir Obodan", the Director General of BIM presented the crest to prominent author of Bangladesh Selina Hossain.

Dr. Mamun Ala, Australian Institute of Business (AIB), Professor Yusuf Mahbubul Islam, Independent University of Bangladesh and Faculty members of BIM attends the seminar on Digital Transformation in Teaching and Learning.

Director General, BIM, Director General of BSFIC, Faculty Members of BIM and officials from BSFIC attended the training program organized by BIM.

Director of BIM, Senior Officials from BIM & Participants in the event of Business Talk.

Comparison Between 2021-2022 & 2022-2023
Short Courses
Table No. 9
Number of Short Courses: 2021-2022 & 2022-2023

No.	Name of the Division	Number of Short Courses	
		2021-2022	**2022-2023**
1.	Accounting and Financial Management	24	9.5
2.	Computer Services	1	0
3.	General Management	2	8.5
4.	Marketing Management	6	6
5.	Human Recourses Management	15	15.5
6.	Production Management	3	4
7.	Productivity and Consultancy	3	3
8.	Project and Social Service	7	4
9.	Research and Publication	10	8.5
10.	ToT and Behavioral Management	11	8
	Total	**82**	**67**

Comparison Between 2021-2022 & 2022-2023
Diploma Courses
Table No. 10
Enrollment in the Post-Graduate Diploma Courses

Name of the Post Graduate Diploma Courses	Enrollment	
	2022	**2023**
▪ Human Resource Management (HRM) (Dhaka Campus)	361	360
▪ Financial Management	29	36
▪ Marketing Management	40	30
▪ Computer Science	21	24
▪ Industrial Management	17	20
▪ Human Resource Management (HRM) (Chattogram Campus)	79	80
▪ Human Resource Management (HRM) (Khulna Campus)	17	22
Total	**564**	**572**

Income and Expenditure 2022-2023

Income of BIM

S/N	Head	2022-2023
1.	Own Earning	40,590,320.97
2.	Government Grant	12,98,54,870.39
	Total	17,04,45,191.36

Expenditure of BIM

S/N	Economic Code	Heads of Expenditure	2022-2023
1	3111101	Officer's Salary	1,93,52,428.35
2	3111201	Employee Salary	1,46,92,226.72
3	3111302	Travel Allowances	1,15,150.00
4	3111306	Education Allowances	4,16,209.64
5	3111310	House Rent	70,19,711.37
6	3111311	Medical Allowances	17,57,032.22
7	3111314	Tiffin	1,52,320.80
8	3111315	Uniform	500.00
9	3111316	Washing Charge	42,577.40
10	3111325	Festival Bonus	46,62,496.76
11	3111327	Overtime	19,92,272.50
12	3111328	Recreational Allowance	11,92,376.00
13	3111331	Refreshment	20,848.00
14	3111332	Honorarium/ Fee	600.00
15	3111335	New-year Allowance	5,08,935.68
16	3111338	Other Allowances	2,47,125.00
17	3211101	Award/Reward	3,81,920.00
18	3211102	Cleaning & Washing	-
19	3211109	Wages (Labour)	1,00,732.00
20	3211110	Legal Expenditure	-
21	3211111	Seminar & Conference	9,31,150.00
22	3211113	Electricity	21,36,101.00
23	3211115	WASA	19,33,009.00
24	3211119	Postal Cost	73,123.00
25	3211120	Telephone/Telegram	1,71,283.00
26	3211125	Circulation & Advertisement	9,78,374.00
27	3211126	Audio/Video	2,00,000.00
28	3211127	Book, Journal	2,14,790.00
29	3211129	Office Building Rent	-

30	3211135	Recruitment Exam	-
31	3221101	Audit Fee	-
32	3221108	Insurance/Bank Charges	1,69,000.00
33	3231301	Training Cost	2,89,58,274.00
34	3243101	Petrol, Oil, Lubricant	4,56,587.00
35	3243102	GAS	12,07,878.95
36	3244101	Transport (Conveyance)	8,08,184.00
37	3252101	Bed	38,778.00
38	3255102	Printing and Binding	5,15,651.00
39	3255104	Stationery, Seal & Stamp	18,35,593.00
40	3255105	Others Stationaries	2,33,000.00
41	3257101	Consultancy	1,98,78,916.00
42	3257105	Innovation	5,00,000.00
43	3257206	Allowance	2,58,290.00
44	3257301	Ceremonial Festival	9,58,787.00
45	3258101	Vehicle	8,03,350.00
46	3258102	Furniture	1,33,679.00
47	3258103	Computer/Office Fixture	5,47,115.00
48	3258105	Machine & Tools	3,83,848.00
49	3258106	Residential Building	2,29,34,685.00
50	3258107	Office Building	31,70,201.00
51	3258140	Vehicle Maintenance	3,24,598.00
52	3257103	Research	40,17,345.00
53	3421506	Contributory Provident Fund	82,63,428.97
54	3731101	Gratuity	1,01,99,960.00
55	3821102	Land Tax	80,000.00
56	3821103	Municipality Tax	14,00,000.00
57	4111301	National Memorial	-
58	4112101	Vehicle Maintenance	1,15,878.00
59	4112201	ICT/ E - Governance	3,85,320.00
60	4112202	Computer Equipment's	12,00,000.00
61	4113301	Software	6,00,000.00
62	4112303	Electrical Equipment's	23,552.00
63	4112314	Furniture	7,50,000.00
		Total	17,04,45,191.36

LIST OF TRAINING PROGRAMS (REGULAR & SPECIAL) ORGANIZED DURING 2022 - 2023

S.L No	Course Name	Duration	Venue	Course Coordinator	No. of Participants
1	Operations & Supply Chain Management including 4IR	July 28-30 2022	BIM, Dhaka	Dr. Eng. Md. Mamunur Rashid	9
2	Digital Office Solutions with Google Tools (2nd Batch)	July 31-August 11 2022	Zoom Platform	Nirjhar Majumder & Sheikh Sajibur Rahman	19
3	Data Analytics & Data Driven Decision Making In Office (2nd Batch)	July 17-September 10 2022	BIM, Dhaka	Nirjhar Majumder & Sheikh Sajibur Rahman	34
4	Digital Transformation in Government Office (8th Batch)	August 21-September 01 2022	BIM, Dhaka	Nirjhar Majumder & Sheikh Sajibur Rahman	18
5	Certificate Course on Leadership and Managerial Competencies (CCLMC)	August 26-27 2022	BIM, Dhaka	Mamun Muztaba	20
6	HR As Strategic Business	August 19 2022	BIM Chattogram	Mamun Muztaba	21
7	Data Analysis with MS-Excel	September 4-8 2022	BIM, Dhaka	Farkhunda Dorin	10
8	Supply Chain Management	September 8-17 2022	BIM Chattogram	Eng. Md. Tariqul Islam	20
9	Feasibility Study for Development Project	September 10-11 2022	BIM, Dhaka	Amenoor & Mohammad Sayeedur Rahman	20
10	Motivating People at Workplace	September 14-15 2022	Zoom Platform	Lamia Farha	8
11	Digital Office Solutions with Google Tools (3rd Batch)	September 18-October 29 2022	BIM, Dhaka	Nirjhar Majumder & Sheikh Sajibur Rahman	15
12	Project Management	September 22-24 2022	BIM, Dhaka	Dr. Eng. Md. Mamunur Rashid	15
13	TOT on Recent Governance Issues of Bangladesh	September 23-24 2022	BIM, Dhaka	Md. Zafar Ali	11
14	Training of Trainers (TOT)	September 25-29 2022	BIM, Dhaka	Md. Rabiul Islam Khan	9

S.L No	Course Name	Duration	Venue	Course Coordinator	No. of Participants
15	সরকারী নিরীক্ষা ও উন্নতর আর্থিক ব্যবস্থাপনা	October 14-15 2022	BIM, Dhaka	Md. Zafar Ali	16
16	Capacity Development for Managing Public Procurement Processes	October 21-25 2022	BIM, Dhaka	Md. Aminul Islam	14
17	KPI Master Class	October 21-22 2022	BIM, Dhaka	Mamun Muztaba	26
18	Practical Income TAX Management	October 25-27 2022	BIM Chattogram	Farkhunda Dorin	19
19	Bangladesh Labor Act 2006 (With Latest Amendment)	October 28 2022	BIM Chattogram	Farkhunda Dorin	20
20	Government Finance and Budget Management	October 29 2022	Online	Md. Zafar Ali	36
21	Digital Transformation in Government Offices (9th Batch)	October 23- November 11, 2022	Online	Nirjhar Majumder & Sheikh Sajibur Rahman	25
22	Maritime Logistics and Supply Chain Management	November 16-17 2022	BIM Chattogram	Mohammad Nazmi Newaz	6
23	Marketing and Sales Management	November 20-24 2022	BIM Chattogram	Nirjhar Majumder	8
24	Total Quality Management (TQM)	November 24-26 2022	BIM, Dhaka	Dr. Eng. Md. Mamunur Rashid	3
25	পেনশন ও আর্থিক ব্যবস্থাপনা	November 26-27 2022	BIM, Dhaka	Amenoor	10
26	Professional Etiquette & Manners	December 02 2022	BIM Chattogram	Farkhunda Dorin	12
27	Online Office Management (Digital Data Management for Government Officials)	December 4-15 2022	Zoom Platform	S.M. Ariful Islam	11
28	Supply Chain Management	December 8-17 2022	BIM Chattogram	Eng. Md. Tariqul Islam	14
29	Business Data Analytics & Financial Forecasting (Online)	December 20-24 2022	Zoom Platform	Md. Rajibul Hoque	12
30	সরকারি অফিস ব্যবস্থাপনা ও দক্ষতা উন্নয়ন	December 21-22 2022	BIM, Dhaka	Amenoor	24
31	Govt. Financial Management for Decision Making	January 18-19 2023	BIM, Dhaka	Amenoor	11

S.L No	Course Name	Duration	Venue	Course Coordinator	No. of Participants
32	সরকারি অফিস ব্যবস্থাপনা ও দক্ষতা উন্নয়ন	January 20-21 2023	BIM, Dhaka	Amenoor	13
33	সরকারি চাকরির অত্যাবশ্যকীয় নিয়মাবলী	January 27-28 2023	BIM, Dhaka	Amenoor	13
34	পেনশন ও আর্থিক ব্যবস্থাপনা	January 29-30 2023	BIM, Dhaka	Amenoor	26
35	Digital Transformation in Government Offices	December 26 - January 5 2023	Zoom Platform	Nirjhar Majumder & Sheikh Sajibur Rahman	16
36	Data Analytics & Data Driven Decision Making In Office	November 27 - January 27 2023	Zoom Platform	Nirjhar Majumder & Sheikh Sajibur Rahman	25
37	Sustainability Management Scope & Managers Responsibilities	January 30-31 2023	BIM, Dhaka	Mohammad Nazmi Newaz	18
38	Digital Office Solutions With Google Tools	29 January- 09 February 2023	Zoom Platform	Nirjhar Majumder & Sheikh Sajibur Rahman	29
39	Leadership Development	February 05-09 2023	BIM, Dhaka	Lamia Farha	11
40	Sustainability Management: Women Engagement	February 08-09 2023	BIM, Dhaka	Mohammad Sayeedur Rahman	21
41	Sustainability Management: Stakeholder Analysis & Engagement of Public Industrial Sector	February 09-12 2023	BIM, Dhaka	Mohammad Nazmi Newaz	17
42	Digital Data Management for Government Officials	February 12-26 2023	Zoom Platform	S.M. Ariful Islam	15
43	Public Procurement Management	February 16-18 2023	BIM, Dhaka	Dr. Eng. Md. Mamunur Rashid	13
44	Government Audit & Advance Financial Management	February 17-18 2023	BIM, Dhaka	Md. Zafar Ali	20
45	Goods Procurement Process as Per PPR,2008	February 24-26 2023	BIM, Dhaka	Md. Aminul Islam	10
46	Accounts Management for Staff & Executive	March 3-4 2023	BIM, Dhaka	Md. Zafar Ali	20
47	Secretariat Instructions & Public Accounts Procedures	March 3-4 2023	BIM, Dhaka	Md. Zafar Ali	20

S.L No	Course Name	Duration	Venue	Course Coordinator	No. of Participants
48	Entrepreneurship Development	March 5-7 2023	BIM, Dhaka	Md. Zafar Ali, Mamun Muztaba & Aklima Zaman	68
49	Digital Transformation in Government Offices (11th Batch)	March 5-16 2023	Zoom Platform	Nirjhar Majumder & Sheikh Sajibur Rahman	38
50	Awareness Training on Smart Office in Alignment with Smart Bangladesh	March 18 2023	BIM, Dhaka	Nirjhar Majumder & Sheikh Sajibur Rahman	38
51	Cyber Security Awareness Training for Smart Bangladesh	May 19-20 2023	BIM, Dhaka	S.M. Ariful Islam	25
52	Effective Managerial Communication	May 9-11 2023	Zoom Platform	Lamia Farha	11
53	Performance Management Skills for Government Official's (PMSGO) align with Smart Bangladesh	May 21-31 2023	BIM, Dhaka	Md. Zafar Ali	34
54	D- Nothi Training	May 24-25 2023	BIM, Dhaka	Farkhunda Dorin	16
55	পেনশন ও আর্থিক ব্যবস্থাপনা	May 20-21 2023	BIM, Dhaka	Amenoor	16
56	Sustainability Management (Batch-1)	March 17 - May 13 2023	BIM, Dhaka	Mohammad Nazmi Newaz	27
57	Sustainability Management (Batch-2)	March 17 - May 13 2023	BIM, Dhaka	Mohammad Sayeedur Rahman	27
58	Sustainability Management (Batch-3)	March 17 - May 13 2023	BIM, Dhaka	Md. Rajibul Hoque	27
59	TOT on Recent Issues: Transition from Digital to Smart Bangladesh align to Government Officials	June 23-24 2023	BIM, Dhaka	Md. Zafar Ali	16
60	Workshop on Innovation and Creativity	June 21 2023	BIM, Dhaka	Mohammad Sayeedur Rahman	11
61	Workshop on Digitization Strategy	June 22 2023	BIM, Dhaka	Mohammad Sayeedur Rahman	11
62	Digital Data Management for Government Officials	June 11-22 2023	Zoom Platform	S.M. Ariful Islam	15

S.L No	Course Name	Duration	Venue	Course Coordinator	No. of Participants
63	Training of Trainers	June 11-15 2023	BIM, Dhaka	Md. Rabiul Islam Khan	18
64	Government Audit & Advance Financial Management	June 16-17 2023	BIM, Dhaka	Md. Zafar Ali	12
65	Advanced Certificate Course on Supply Chain Management (ACSCM)	June 10-August 12 2023	BIM Chattogram	Farkhunda Dorin	19
66	Women in Leadership	June 2-3 2023	BIM, Dhaka	Lamia Farha	33
67	Entrepreneurship Development	June 2-3 2023	BIM, Dhaka	Mamun Muztaba	101
				Total=	**134**6

S.L No	Course Name	Duration	Venue	Course Coordinator	No. of Participants
	LIST OF TRAINING PROGRAMS (REQUEST) ORGANIZED DURING 2022 - 2023				
1	Scientific Report Writing	September 18-22 2022	BIM Dhaka	Tanvir Hossain & Lamia Farha	30
2	ETP Maintenance and Operation for Computer Operators (1st Batch)	October 10-14 2022	BIM Dhaka	Tanvir Hossain & Lamia Farha	14
3	ETP Maintenance and Operation (2nd Batch)	October 23-27 2022	BIM Dhaka	Tanvir Hossain & Lamia Farha	47
4	Foundation Training for the officers of BIWTA	October 22- November 13 2022	BIM Dhaka	M. Amenoor	30
5	ETP Maintenance and Operation (3rd Batch)	November 13-16 2022	BIM Dhaka	Tanvir Hossain & Lamia Farha	44
6	সরকারি অফিস ব্যবস্থাপনা, দক্ষতা উন্নয়ন এবং চাকরির নিয়মাবলী	November 17 2022	BIM Dhaka	Tanvir Hossain & Lamia Farha	42
7	Exploratory Data Analysis in Agricultural Research with R Software	November 26-30 2023	BIM Dhaka	Tanvir Hossain & Lamia Farha	29
8	She Means Business Online Workshop	February 02 2023	BIM Dhaka	Farkhunda Dorin	41
9	Research Methodology	March 1-14 2023	BIM Dhaka	Tanvir Hossain & Lamia Farha	32
10	Secretarial Course	March 5-9 2023	Grameen Bank	Lamia Farha	32
11	PPR-2008 and Public Procurement Management	May 11-13 2023	BIM Dhaka	Dr. Eng. Md. Mamunur Rashid	10
12	Project Implementation Management: Strategies and Best Practices	May 18-20 2023	BIM Dhaka	Dr. Eng. Md. Mamunur Rashid	10
13	Smart Office in alignment with Smart Bangladesh	June 13-25 2023	BIM Dhaka	Nirjhar Majumder & Sheikh Sajibur Rahman	41
				Total	**402**

LIST OF SEMINARS ORGANIZED DURING 2022-2023

S/N	Name of the Seminar	Duration	No. of Participants	Venue
1.	Digital Transformation in Teaching & Learning	November 6, 2022	26	BIM, Dhaka
2.	She Means Business Online Workshop	February 02, 2023	41	BIM, Dhaka
3	Sustainability Management: Women Engagement	February 08-09, 2023	21	BIM, Dhaka
4	Sustainability Management: Stakeholder Analysis & Engagement of Public Industrial	February 09-12, 2023	17	BIM, Dhaka
5	মুক্তিযুদ্ধে নারীর অবদান	April 17, 2023	38	BIM, Dhaka
6	Boosting Productivity in BIM strategies for Success	May 23, 2023	37	BIM, Dhaka
7	International Webinar on Self-Engineered Sustainable Economic Development through National Industries Globalization in the Present-Day Competitive World Setting	June 25, 2023	90	BIM, Dhaka

LIST OF BUSINESS TALKS ORGANIZED DURING 2022-2023

S/N	Name of the Business Talks	Duration	No. of Participants	Venue
1	1St Business Talk (Transforming traditional Companies to Professionally Managed Companies)	02/06/2023	39	BIM, Dhaka
2	2nd Business Talk (Intelligence of Investments)	03/06/2023	27	BIM, Dhaka
3	3rd Business Talk (Turning Point for Personal and Professional Development)	09/06/2023	23	BIM, Dhaka
4	4th Business Talk (Impact of Climate Change on Business)	10/06/2023	38	BIM, Dhaka

LIST OF MOU SIGNED DURING 2022-2023

S/N	Agreement (Domestic/Foreign)	Agreement with (Organization Name)	Date	Venue
1	Foreign	Australian Institute of Business, Australia	July, 2022	BIM, Dhaka
2	Foreign	Asian Institute of Management, Phillipines	October, 2022	BIM, Dhaka
3	Foreign	GIZ (Deutsche Gesellschaft für Internationale Zusammenarbeit)	October, 2022	BIM, Dhaka
4	Domestic	Bangladesh Sugar & Food Industries Corporation (BSFIC)	June, 2022	BIM, Dhaka
5	Domestic	National Productivity Organization (NPO)	December, 2022	BIM, Dhaka

Year	No. of Courses	No. of Participants
1961-1962	11	151
1962-1963	22	491
1963-1964	28	526
1964-1965	14	221
1965-1966	24	370
1966-1967	23	487
1967-1968	21	347
1968-1969	31	506
1969-1970	34	325
1970-1971	22	387
1971-1972	20	332
1972-1973	36	565
1973-1974	12	216
1974-1975	11	330
1975-1976	18	535
1976-1977	24	440
1977-1978	44	768
1978-1979	56	1222
1979-1980	66	1353
1980-1981	54	1696
1981-1982	109	1793
1982-1983	91	1425
1983-1984	99	1651
1984-1985	79	1351
1985-1986	78	1042
1986-1987	119	1260
1987-1988	103	1199
1988-1989	117	1364
1989-1990	74	825
1990-1991	33	450
1991-1992	88	1058
1992-1993	74	890
1993-1994	50	618
1994-1995	56	771
1995-1996	78	1023

Year	No. of Courses	No. of Participants
1996-1997	76	1006
1997-1998	71	846
1998-1999	76	803
1999-2000	106	1190
2000-2001	114	1649
2001-2002	100	1272
2002-2003	84	1122
2003-2004	81	1051
2004-2005	86	1042
2005-2006	88	1264
2006-2007	68	817
2007-2008	71	1052
2008-2009	42	971
2009-2010	37	529
2010-2011	105	1583
2011-2012	59	925
2012-2013	68	1302
2013-2014	113	2458
2014-2015	137	3084
2015-2016	112	1,890
2016 - 17	113	2,066
2017 - 18	77	1,292
2018 - 19	87	1,742
2019 - 20	65	1,270
2020-21	70	1595
2021-2022	84	1,899
2022-2023	67	1346
Total	**3,747**	**65,054**

POST GRADUATE DIPLOMA IN PERSONNEL MANAGEMENT (1966-67 to 2010)		
Year	Participants Enrolled	Participants Graduated
1966-67	37	29
1967-68	39	24
1968-69	27	12
1969-70	31	22
1970-71	35	18
1971-72	24	11
1972-73	34	17
1973-74	45	17
1974-75	45	38
1975-76	60	38
1976-77	53	37
1977-78	49	33
1978-79	76	37
1979-80	50	33
1980-81	48	32
1981-82	60	42
1982-83	55	48
1983-84	54	44
1984-85	54	42
1985-86	90	65
1986-87	96	74
1987-88	95	61
1988-89	101	56
1989-90	103	70
1990-91*	-	15
1991-92	104	76
1992-93	103	70
1993-94	106	76
1994-95	102	72
1995-96	165	117
1996-97	180	120
1997-98	208	128
1998-99	212	126
1999-2000	214	137
2000-2001	196	97
2001-2002	232	143
2002-2003	190	90
2004	223	148
2005	262	193
2006	375	261
2007	396	276
2008	378	245
2009	370	271
2010	346	291
Total	**5,723**	**3,852**

*During the year 1990-91, Post Graduate Diploma in Management (PGDM) was offered instead of two individual traditional courses (PGDPM and PGDIM). A total of 30 participants were admitted in the course and after completion of the 1st part, 15 participants did their specialization in Personnel Management.
** In 2011, Post Graduate Diploma in Personnel Management (PGDPM) was updated as Post Graduate Diploma in Human Resource Management (PGDHRM).

POST GRADUATE DIPLOMA IN HUMAN RESOURCE MANAGEMENT
(2011- 2023)

Year	Participants Enrolled	Participants Graduated
2011	381	312
2012	499	425
2013	596	470
2014	642	470
2015	684	544
2016	888	616
2017	717	614
2018	763	694
2019	521	641
2020	624	468
2021	421	358
2022	457	346
2023	462	-
Total	**7655**	**5958**

POST GRADUATE DIPLOMA IN INDUSTRIAL MANAGEMENT
(1980-81 TO 2001-02 & 2012-2023)

Year	Participants Enrolled	Participants Graduated
1980-81	39	27
1981-82	36	24
1982-83	49	33
1983-84	45	31
1984-85	51	37
1985-86	47	34
1986-87	51	28
1987-88	52	34
1988-89	70	41
1989-90	60	36
1990-91*	-	13
1991-92	46	16
1992-93	52	18
1993-94	45	15
1994-95	55	15
1995-96	30	8
1996-97	27	13
1997-98	41	15
1998-99	22	13
1999-2000	14	10
2000-2001	16	10
2001-2002	8	5
2012	32	24
2013	42	26
2014	45	27
2015	36	24
2016	39	32
2017	28	23
2018	23	22
2019	25	19
2020	23	18
2021	23	22

2022	17	15
2023	20	-
Total	**1209**	**728**

Year	Participants Enrolled	Participants Graduated
1994-95	60	40
1995-96	60	25
1996-97	72	45
1997-98	73	44
1998-99	74	32
1999-2000	45	24
2000-2001	52	36
2001-2002	57	35
2002-2003	34	20
2004	22	8
2005	27	13
2006	24	16
2007	29	17
2008	28	13
2009	16	13
2010	21	14
2011	18	9
2012	41	29
2013	57	38
2014	56	34
2015	46	38
2016	42	32
2017	49	31
2018	52	45
2019	31	26
2020	38	23
2021	32	27
2022	40	33
2023	30	-
Total	**1226**	**760**

POST GRADUATE DIPLOMA IN FINANCIAL MANAGEMENT (1994-95 to 2023)		
Year	Participants Enrolled	Participants Graduated
1994-95	60	39
1995-96	60	28
1996-97	65	21
1997-98	71	32
1998-99	62	33
1999-2000	45	31
2000-2001	43	25
2001-2002	54	32
2002-2003	24	19
2004	31	21
2005	41	27
2006	38	25
2007	51	35
2008	52	38
2009	57	28
2010	52	24
2011	31	19
2012	57	32
2013	77	43
2014	91	21
2015	65	31
2016	61	53
2017	62	46
2018	45	37
2019	32	31
2020	47	37
2021	18	15
2022	29	17
2023	36	-
Total	1,456	840

Year	Participants Enrolled	Participants Graduated
POST GRADUATE DIPLOMA IN COMPUTER SCIENCE (1994-95 to 2023)		
1994-95	97	63
1995-96	78	56
1996-97	88	47
1997-98	82	66
1998-99	80	51
1999-2000	69	46
2000-2001	80	57
2001-2002	73	39
2002-2003	50	28
2004	22	11
2005	27	23
2006	24	17
2007	29	17
2008	28	24
2009	16	20
2010	21	19
2011	18	21
2012	41	33
2013	31	24
2014	33	23
2015	23	17
2016	29	23
2017	25	18
2018	32	28
2019	28	21
2020	18	9
2021	18	14
2022	21	16
2023	24	-
Total	**1205**	**831**

Year	Participants Enrolled	Participants Graduated

DIPLOMA IN SOCIAL COMPLIANCE (2008-2023)

Year	Participants Enrolled	Participants Graduated
2008(1st Batch)	32	25
2009 (2nd Batch)	32	31
2010 (3rd Batch)	32	28
2011 (4th Batch)	30	27
2011 (5th Batch)	34	29
2012 (6th Batch)	33	29
2013 (7th Batch)	34	30
2014 (8th Batch)	44	36
2014(9th Batch)	44	39
2015 (10th Batch)	45	39
2016 (11th Batch)	46	39
2016 (12th Batch)	46	43
2017 (13th Batch)	77	63
2017 (14th Batch)	76	69
2018 (15th Batch)	60	53
2018 (16th Batch)	57	53
2019 (17th Batch)	57	53
2019-2020(18th Batch)	32	29
2021(19th Batch)	38	33
2021 -2022 (20th Batch)	32	29
2022 (21st Batch)	42	39
2023 (22nd Batch)	36	-
Total	**959**	**816**

DIPLOMA IN PRODUCTIVITY& QUALITY MANAGEMENT (2013-2023)		
Year	Participants Enrolled	Participants Graduated
2013 (1st Batch)	14	11
2014 (2nd Batch)	15	10
2014 (3rd Batch)	19	15
2015 (4th Batch)	13	11
2016 (5th Batch)	17	14
2017 (6th Batch)	17	18 (3 from Batch 5)
2018 (7th Batch)	22	18
2019 (8th Batch)	17	15
2019 (9th Batch)	13	12
2020 (10th Batch)	12	12
2021 (11th Batch)	13	08
2022 (12th Batch)	14	14
2022 (13th Batch)	12	-
2023 (14th Batch)	11	-
Total	209	158

ADVANCED CERTIFICATE COURSE ON BUSINESS ADMINISTRATION
(2017-2023)

Year	Participants Enrolled	Participants Graduated
2017 (1st Batch)	22	19
2017 (2nd Batch)	26	24
2018 (3rd Batch)	36	34
2019 (4th Batch)	20	16
2020 (5th Batch)	-	-
2022 (6th Batch)	13	11
2023 (7th Batch)	13	-
Total	**130**	**104**

Faculty Members & Officers of BIM
(Not in order of Seniority)

S/N	Name	Designation
1.	Mohammad Salauddin	Director General (Additional Charge)
2.	Sharif Md Mashud	Director (Additional Charge)
3.	Md. Mahbub ul Alam	Senior Management Counsellor & Project Director (On Deputation)
4.	Akhund Ahammad Shamsul Alam	Senior Management Counsellor & Deputy Director of Khulna Campus
5.	Engr. Md. Tariqul Islam	Senior Management Counsellor & Divisional Head, Human Resource Management Division
6.	Engr. Md. Mehboob Hasan Kallol	Senior Management Counsellor & Divisional Head, Computer Services Division
7.	S.M. Ariful Islam	Senior Management Counsellor & Divisional Head, Project and Social Services Management Division
8.	Dr. Engr. Md. Mamunur Rashid	Senior Management Counsellor & Divisional Head, Production Management Division
9.	Dr. Uttam Kumar Datta	Senior Management Counsellor & Divisional Head, Marketing Management Division
10.	Mohammad Nazmi Newaz	Senior Management Counsellor & Divisional Head, General Management Division
11.	Mohammad Mainul Islam	Senior Management Counsellor & Office of the Director General (Attached)
12.	Md. Aminul Islam	Senior Management Counsellor & Divisional Head, Consultancy and Productivity Services Division
13.	Farkhunda Dorin	Senior Management Counsellor & Divisional Head, ToT and Behavioural Management Division
14.	Tanvir Hossain	Senior Management Counsellor & Deputy Project Director (On Deputation)
15.	Lamia Farha	Senior Management Counsellor & Divisional Head, Research, Evaluation and Publication Division
16.	Amenoor	Senior Management Counsellor Divisional Head, Accounting and Financial Management Division & Deputy Director of Chattogram Campus (Additional Charge)
17.	Mohammad Sayeedur Rahman	Management Counsellor, Research, Evaluation and Publication Division

S/N	Name	Designation
18.	Md. Zafar Ali	Management Counsellor, Human Resource Management Division
19.	Nirjhar Mazumder	Management Counsellor, Marketing Management Division & Senior Administrative Officer (Additional Charge)
20.	Shaikh Sajibur Rahman	Management Counsellor, Consultancy and Productivity Services Division
21.	Md. Rajibul Hoque	Management Counsellor, Accounting and Financial Management Division
22.	Mamun Muztaba	Management Counsellor, Human Resource Management Division
23.	Md. Rabiul Islam Khan	Management Counsellor, TOT and Behavioral Management Division
24.	Aklima Zaman	Management Counsellor, Consultancy and Productivity Services Division
25.	Shumaiya Akter Keya	Associate Management Counsellor TOT & Behavioral Management Division
26.	Momotaz Khatun	Associate Management Counsellor General Management Division
27.	Md. Hasan Ali	Associate Management Counsellor Accounting and Financial Management Division & Computer Services Division (Attached)
28.	Amit Das	Associate Management Counsellor Project and Social Services Division
29.	Md. Nazmus Sakib	Associate Management Counsellor Human Resource Management Division
30.	Mohammad Rayhan Islam	Research Officer Research, Evaluation and Publication Division
31.	Zakia Rahman	Research Officer Research, Evaluation and Publication Division
32.	Mohammad Humayun Kabir	Senior Accounts and Budget Officer
33.	Md. Ekramul Haq	Sub-Assistant Engineer & Audio Visual Officer (Additional Charge)
34.	Md. Ahsan Habib	Assistant Co-Ordination Officer (CC)
35.	Roksana Parvin	Assistant Co-Ordination Officer (CC)

Staffs of BIM
(Not in order of Seniority)

1.	Md. Sohag Hossen	Stenographer Cum Computer Operator
2.	Most. Shamsunnaher Khatun	Stenographer Cum Computer Operator
3.	Mohammad. Jubayer Hossain	Accountant (Current Charge)
4.	Md. Robiul Islam Tazvir	Stenographer Cum Computer Operator
5.	Abdullah All Masum	Stenographer Cum Computer Operator
6.	Israt Jahan Ringku	Stenographer Cum Computer Operator
7.	Md. Abul kalam	Steno typist Cum Computer Operator
8.	Romana Akter	Steno typist Cum Computer Operator
9.	Nahid Sultana	LDA Cum Computer Operator
10.	Md. Sirajul Islam	LDA Cum Computer Operator
11.	Md. Jalilur Rahman	LDA Cum Computer Operator
12.	Sayda Asma Akter	Library Attendant
13.	Md. Sarwar Hossain Talukder	Driver
14.	Md. Liton Hossain	Driver
15.	Md. Babul Mia	Driver
16.	Kazi Darashiko	Driver
17.	Shankar Pal	Driver
18.	Tahmina Akter	Telephone Operator
19.	Md. Abdur Razzak	Head Cook
20.	Emon Ahmed Sheikh	Record Keeper
21.	Sultana Akter	Receptionist
22.	Md. Shafiul Bashar	Treser
23.	Mim Akter	Photocopy Operator
24.	Md. Saad Ahmed	Room Attendant
25.	Md. Rafiqul Islam	Room Attendant
26.	Sanu Akhter	Office Assistant
27.	Md. Sarwar Hassain	Office Assistant
28.	Dewan Mia	Office Assistant
29.	Md. Abdul Momen	Office Assistant
30.	Md. Abdur Rauf	Office Assistant
31.	Md. Jahangir Alam	Office Assistant
32.	Md. Abdur Razzak	Office Assistant
33.	Wahidul Islam Tanmoy	Office Assistant

34.	Kamal Mia	Office Assistant
35.	Pabitra Mondal	Office Assistant
36.	Tarun Chandra Kirtoniya	Pump Operator
37.	Arjun Chandra Das	Security Guard
38.	Abdul Hakim Akand	Security Guard
39.	Md. Sayedul Haque	Security Guard
40.	Md. Mojibur Rahman	Security Guard
41.	Md. Julhas Mia	Security Guard
42.	Md. Rafiqul Islam	Security Guard
43.	Selim Howladar	Security Guard
44.	Md. Azim Uddin	Gardener
45.	Dilip Kumar Das	Sweeper
46.	Sri Shankar Mali	Sweeper
47.	Md. Rafiqul Islam	Sweeper
48.	Shrimoti. Konika Rani	Sweeper

Chattogram Campus		
1.	Md. Abdur Rauf	Head Assistant (Additional Charge)
2.	Md. Jasim Uddin	Driver
3.	Md. Jamal Uddin	Cook
4.	Md. Abul Kalam	Office Assistant
5.	Minto Ranjon Mallik	Security Guard
6.	Md. Romij Uddin	Security Guard

Khulna Campus		
S/N	Name	Designation
1.	Jahanara Anwari	Head Assistant (Additional Charge)
2.	Al Amin	LDA Cum Computer Operator
3.	Kader Sikdar	Office Assistant
4.	Md. Jakir Mia	Security Guard