



Date: 20th June 2019

NOTE FOR APPROVAL

1	Subject	Approval for implementation of Audit report for the year ended June 30, 2018
2	Background	<p>The BBT inventory audit as of June 30, 2018 was performed by SAFCO and report submitted on August 08, 2018. Inventory valued BDT 4,94,003.00 was identified as excess than that of recorded value. Further inventory valued BDT 9,88,092.00 was identified as short fall. This results overall loss of inventory valued BDT 4,94,089.00</p> <p>Furthermore, inventory valued BDT 6,37,897.00 were found not recorded into inventory ledger therefore need arises to record same into inventory ledger.</p>
3	Approval requested	Based on above, approval is requested to write off short fall BDT 4,94,089.00 and recording inventory valued BDT 6,37,897.00. Therefore net impact of BDT 1,43,808.00

Approval

	Name	Remarks	Sign-Off	Date
Raised by	Ahmmad Syed			20/6/19
Checked by	Md. Firoze Miah			20/6/19
Recommended by	Maruf Ahmed			20/6/19
Recommended by	Sayeful Islam			20/6/2019
Approved by	Syed Raziur Rahman Chowdhury			02/07/2019