

Dear all NCC Bank Staff Members,
FOR ANY MATTERS RELATED TO

BANK GUARANTEE / TT / IMPORT EXPORT LC / DAP / DAA

PLEASE CONTACT FOLLOWING STAFF MEMBERS IN OUR [CTFU TEAM](#) FOR SUPPORT AS PER YOUR REQUIREMENT

- While sending emails to us, always send emails to us at ctfu@nccbank.com.np instead of sending emails to individual staff email address. All emails sent to ctfu@nccbank.com.np are also received by each and every staff member of CTFU. However you can mention CTFU's concerned staff's name in an attention for quick response from our end. If you need to send email to specific staff(s) only, then please send email to concern staff(s) only. You can search email IDs of our staff members on our official email system Outlook.office email and our HR Rigo system too.
- While contacting CTFU team member by phone use below mentioned mobile numbers and or extension numbers of office landline desktop telephone, which are mentioned with name in brackets, whichever is appropriate.

Unit Head / In-charge / Supervisors

- | | | |
|---|-------|---|
| • Madan Maharjan (9851135142, Ext 203) | - DM | - Head CTFU |
| • Chhatra Raj Pantha (9851154682, Ext 210) | - EO | - In-charge - Bank Guarantee / INR IMPORT |
| • Prashna Tamrakar (9841756313, Ext 212) | - JEO | - Supervisor - IMPORT LC / DAP / DAA / Export |
| • Sunita Karki (9841835692, Ext 297) | - JEO | - Supervisor - Bank Guarantee |
| • Chandra Kiran Karmacharya (9849403393, Ext 228) | - SA | - Supervisor - INR Import |

Operational Staffs for **Issuance / Amendment / Tracer of IMPORT LCs**

- | | | |
|--|------|-------------------------------|
| • Gita Dallakoti (9841785870, Ext 212) | - A | - NPR LCs + Export LCs |
| • Sumitra Regmi (9841141305, Ext 229) | - JA | - INR LCs |
| • Prabina Dhungana (9841934050, Ext 228) | - JA | - FCY LCs |

Operational Staffs for **LC / DAP / DAA / TT Documents Retirement / Payments**

- | | |
|---|-------|
| • Bhanu Bhaka Pokhrel (9849146634, Ext 229) | - A |
| • Bidhya Shrestha (9841878235, Ext 212) | - JA |
| • Achyut Dhungana (9841273595, Ext 212) | - TJA |

Operational Staffs of **Bank Guarantee** Section (Ext 297)

- | | |
|--------------------------------|-------|
| • Amon Lama (9863380798) | - JA |
| • Nima Lama (9860938180) | - JA |
| • Samikshya Karki (9848463522) | - TJA |

Thank you and regards, CTFU Team
ctfu@nccbank.com.np
