

# COMPANY PROFILE

Accounting & Payroll Service

Business & Corporate Advisory

BPO (Business Process Outsourcing)

International Audit & Process Design

Taxation & VAT Service

Statutory & Special Audit

Secretarial Licensing and Compliance



**ISLAM AFTAB KAMRUL & CO.**

Chartered Accountants

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## CORPORATE PHILOSOPHY

### BACKGROUND INFORMATION

Islam Aftab Kamrul & Co., Chartered Accountants was Established in 1993, under The Institute of Chartered Accountants of Bangladesh (ICAB) with a mission to continually adding value by helping clients succeed under the firm's name and style of Islam Aftab Kamrul & Co., Chartered Accountants (IAK). Initially, two founding partners (Senior Fellow members of the Institute of Chartered Accountants of Bangladesh – (ICAB)) started their independent practice as public accountants and the firm is in public practice for more than 29 years. The then largest partnership firm was founded with a vision to build an institution which would foster an environment for leadership, continuous growth, learning, and collaborations. Over the past the firm has become one of the leading and most reputable chartered accountancy firms in Bangladesh with global affiliations. At present, IAK has four partners whose expertise in audit, accounting, review, business consulting, technology solutions and taxation has established the firm as a multidisciplinary organization. All the partners have many years of experience of working both at home and abroad and with international consultants and organizations operating locally and globally. IAK is regarded as one of the top firms of chartered accountants in the country context and has significant exposure in the corresponding market.

### CURRENT STRUCTURE & STRENGTH

At present IAK consists of four partners (All are Fellow members of the ICAB) with an experience of over 37 (Thirty Seven) years having diverse expertise in auditing of various national and multinational organizations, accounting, secretarial service, corporate finance, stocks and security management, management consultancy, information technology advisory, taxation, secretarial service, public offering and fund raising, feasibility and market study, and review of financial management system etc. IAK with its primary business office at Gulshan also operates a branch office at Mirpur for operational purpose. Both offices of IAK are well equipped with adequate logistic and manpower to support the ever-growing needs of clients. Our major strength is our exposure and experience in the statutory audit of Multinational Companies, Listed Companies, Banks, Non-Banking Financial Institutions, Insurance, Government and Semi-Government Body, Autonomous Body, Not-for-profit organizations, Development Projects, Branch and Liaison Offices. Moreover, IAK has significant exposure in providing taxation, valuation & advisory services to its major clients.

### Professional Services We Offer



## CORPORATE PHILOSOPHY

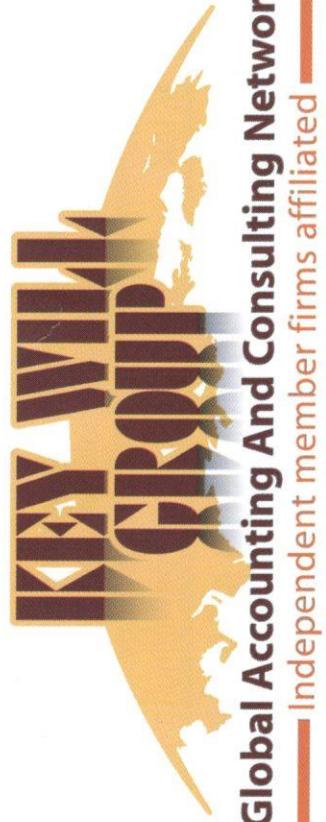
### OUR STRUCTURE

Our firm has evolved a structure which ensures that its size helps to give to all its clients, large and small, an elevated level of service and personal contact. Our Partners and staff are subject to stringent codes of conduct about confidentiality and independence. Each client's job is allocated to a Partner who reviews all jobs done by professional staffs.



### INTERNATIONAL AFFILIATION

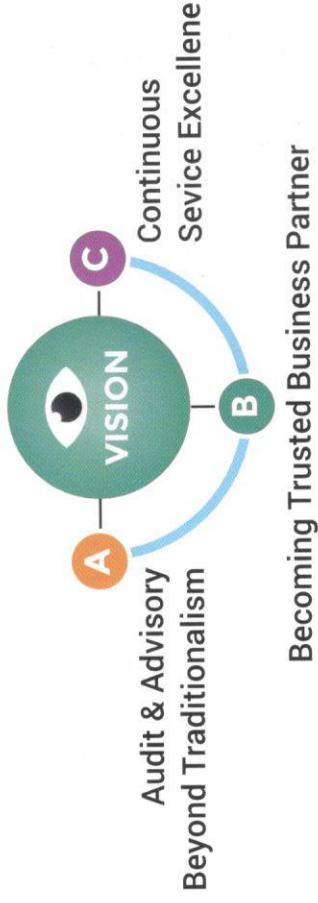
Islam Aftab Kamrul & Co., Chartered Accountants (IAK) is a member firm of Key Will Group - Global Accounting and Consulting Network. Key Will Group offers services in the areas of Audit, Advisory, Consultancy services in more than 90 Countries all over the world. Key will group is pioneer in Business consultancy and Tax Consultancy in the world especially in Hong Kong.



## OUR VISION, MISSION & CORE VALUES

### OUR VISION:

We go beyond the traditional auditing and ensure continuous service excellence and maintain high quality services to the clients by becoming your Trusted Business Advisor and go beyond expectation of our valued clients.



### OUR MISSION:

- We adhere to the strictest principles of client confidentiality and one stop, cost effective and quality services to client.
- The sensitive and competitive nature of proprietary information and the maintenance of trust-demands it.
- Hire, develop and retain skilled and creative workforce and quality professionals to meet clients' requirements to their optimum satisfaction.
- Continuous Research, Development and need based training for developing Human Resources.

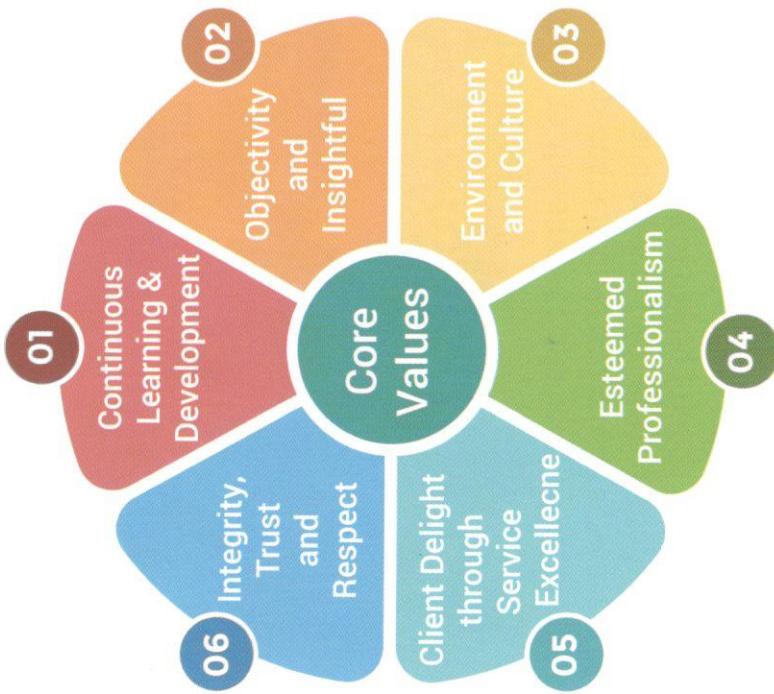


## OUR VISION, MISSION & CORE VALUES

### OUR CORE VALUES:

Our values define what we stand for and how we emphasis our client and maintain our commitments. Our core values consist of the following criteria:

- Integrity, Trust and Respect
- Continuous Learning & Development
- Esteemed Professionalism
- Environment and Culture
- Objectivity and insightful
- Client Delight through Service Excellence.



## MEET OUR DYNAMIC PARTNERS & DIRECTORS

### OUR PARTNERS



A.K.M AFTABUL ISLAM, FCA  
Principal Partner



A.K.M KAMRUL ISLAM, FCA, FCS  
Senior Partner



MUHAMMAD RIZWANULLAH, FCA  
Partner



SALEEM ARUNGZEB AHMED, FCA  
Partner

### OUR DIRECTORS



JIBON CHANDRA DAS, CA FINALIST  
Director



MD REZAUL HAQ, ACA  
Associate Director & GM



SHUBHRA PAUL, ACA  
Director (Audit & Assurance)

## ADVISOR

### Dr. AKM Moazzem Hussain Advisor



Dr. AKM Moazzem Hussain is a man of versatile knowledge & experiences on extensive work. He obtained BE, ME and Dr. Engg. in Naval Architecture (1961-71) from the Division of Engineering, University of Tokyo and received practical training at IHI Shipyard and Nippon Steel Corporation.

Mr. Hussain has been extending Advisory and Consultancy Service, as and when required, to the Government of Bangladesh, the Embassy of Japan in Dhaka, JETRO Dhaka Office, JICA Bangladesh Office and the many Japanese Companies in Bangladesh since 1972.

He is also reorganized the AOTS Alumni Society in Bangladesh in 1972 and become its first President, later on helped in establishing at the AOTS Alumni Society in Chittagong and Kathmandu. He is also Advisor of BAAS, CAAS and NAAS. He also established Japan Bangladesh Chamber of Commerce & Industry (JBCCI) in 2004 and have been serving as its Secretary General (now Honorary Executive Director) since then.

Mr. Hussain has been awarded with many national & international achievements namely YAMAMOTO Award for Promotion of Technology Transfer from Japan to Bangladesh in 1992, "**The Order of the Rising Sun**" from the Government of Japan for Promoting Cultural, Technical and Economic Exchanges between Bangladesh & Japan for more than 30 years in 2004, "Life Time Achievement Award" from Bangladesh AOTS Alumni Society (BAAS) in 2018 and many more.

## PROFILE OF PARTNERS

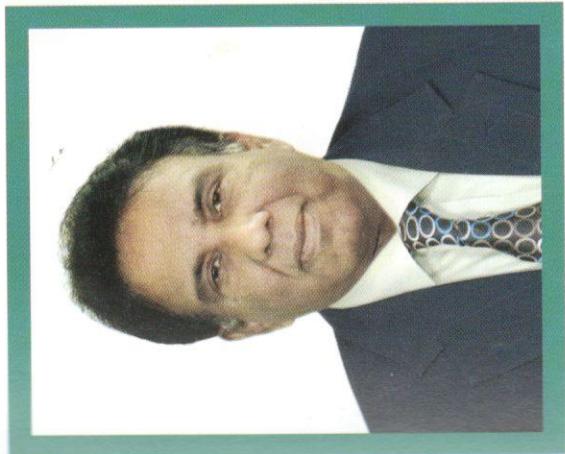
### A.K.M Aftabul Islam, FCA

Principal Partner

Year of experience: 44 years

Specialization: Financial Management

Sustainability Reporting and Business Compliance Advisory



Mr. A.K.M Aftabul Islam is the Principal Partner of the Firm and he graduated in Commerce and Law under the University of Dhaka and Fellow Chartered Accountant (FCA) of The Institute of Chartered Accountants of Bangladesh (ICAB).

Mr. Islam proactively contributed especially to the areas of Business Valuation, Fiduciary Review, Special Audit, and Advisory and Compliance Services and he worked on various clients especially in the areas Banks, Insurance and Financial Institutions, Multinational Companies, Manufacturing Companies, Service Oriented Companies, Private and Group of Companies, and Development agencies in the field of audit and advisory services.

A visionary leader with a broad perspective to create a sustainable ITT supported economy. Mr. Islam has been a key influential person to guide the nation's economy of The Peoples Republic of Bangladesh. In order to support his endeavor, he occupied number of leadership positions to steer the emerging market of Bangladesh. With his formidable excellence of hegemony, he is supervising number of Government formed committee and private companies in order to see Bangladesh to become a Middle-income country highlighting the growth of the private sector comprising of local and foreign entrepreneurs. Mr. Islam promoted the country image of Bangladesh through participating different international seminars and forums as part of the delegation of government as the position of President, Chairman, Director of AmCham, DCCI & FBCCI, Bangladesh Bank (Central Bank of Bangladesh), SME Foundation, British American Tobacco, SMC, ICC Bangladesh. He is an instrumental in luring several Foreign Direct Investments (FDI) in Bangladesh.

Mr. Islam has been awarded with many national and international reorganizations including "Lincoln Memorial Development Award" in the "International Business Development Sector".

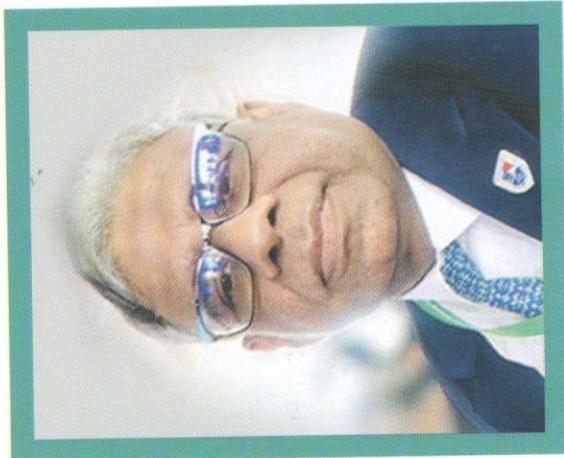
## PROFILE OF PARTNERS

### A.K.M Kamrul Islam, FCA, FCS

Senior Partner

Year of experience: 36 years

Specialization: Statutory & Internal Audit,  
Performance Audit and Business Valuation & Advisory and Direct & Indirect Tax



Mr. Islam is the Senior Partner of the Firm and he graduated with Honors and Master's in accounting from University of Dhaka and the Fellow member of The Institute of Chartered Accountants of Bangladesh (ICAB), the Fellow member of The Institute of Chartered Secretaries of Bangladesh (ICSB), Associate Member of Information System Audit and Control Association (ISACA), USA and Associate Member of the International Institute of Internal Auditors, Florida, USA and VAT Consultant Enlisted by National Board of Revenue. Mr. Islam proactively contributed especially to the areas of Statutory Audit, Internal Audit, Financial Statements Preparation, Business Advisory, Corporate Finance, Bookkeeping, Due Diligence, Liquidation, Tax Accounting and Advisory and Compliance Services and he worked on various clients especially in the areas Banks, Insurance and Financial Institutions, Multinational Companies, Service Oriented Companies, Private and Group of Companies, Non-Government Organizations, and Development agencies in the field of audit and advisory services.

Mr. Islam was also the Director (nominated by The Government of Bangladesh) of Sonali Bank Limited (The largest Public Bank in Bangladesh), Janata Bank Limited for his dynamic and spectacular leadership. He was also the Ombudsman of Sonali Bank Limited and for some extent the Chairman of Sonali Bank Limited and Janata Bank Limited.

## PROFILE OF PARTNERS

### Muhammad Rizwanullah, FCA

Partner

Year of experience: 37 years

Specialization: Management of foreign funded organization & Advisory and Direct & Indirect Tax

Mr. Rizwanullah is the Fellow Member of the Institute of Chartered Accountants in England & Wales (FCA similar to CPA), member of Association of Chartered Accountants in US (ACAOUS), member of Association of Former International Civil Servants in New York and Geneva (AFICS).

He has vast experience in Professional Accounting/Audit/Finance, Management of UN/ Humanitarian Organization /Consultancy & Income Tax Services. Working & Living Experience in Europe, Africa, Asia and North America.



### Saleem Arunzeb Ahmed, FCA

Partner

Year of experience: 38 years

Specialization: Strategic Financial & Sustainable Reporting, Business Valuation and Tax Planning

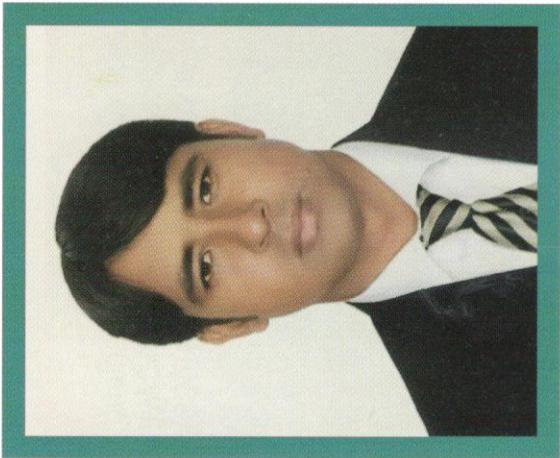
Mr. Ahmed is the Fellow Member of Institute of Chartered Accountants of Bangladesh and Associate Member of ICAEW, England and graduated from Dhaka University, Bachelor of Commerce.

He has wide experience and expertise in the areas Management Accounting, Financial Management, Financial Reporting, Managerial Finance, IFRS, UK GAAP, US GAAP, Equity Valuation, Career Development, Risk Management, Personal Finance, Financial Planning, Audit & Assurance Services, Liquidation, Tax planning, Strategic Financial Planning.



## PROFILE OF DIRECTORS

### Jibon Chandra Das, CA Finalist Director



Year of experience: 15 years

Specialization: Statutory Audit, IASs & IFRSs, Regulatory Compliance,  
Direct & Indirect Tax and Tax Planning

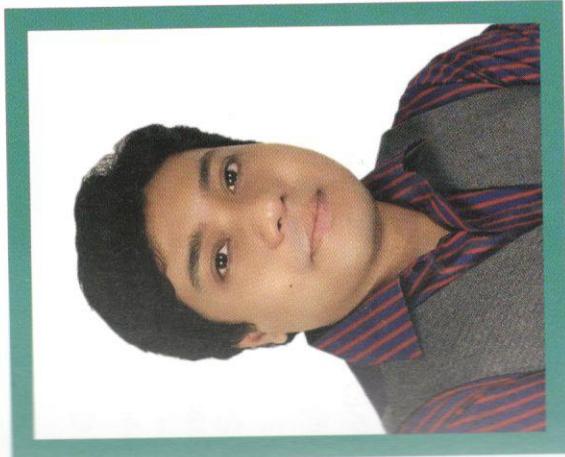
Mr. Das is a CA Finalist of The Institute of Chartered Accountants of Bangladesh (ICAB). He obtained his BBA and MBA from the Department of Accounting, University of Jagannath. He is also an Income Tax Practitioner, ITP (Obtained from the National Board of Revenue, GoB) and Member, Dhaka Taxes Bar Association and Member, Bangladesh VAT Professionals Forum, Member, Bangladesh - Japan Training Institute (BJTI), Member, The Institute of Internal Auditors, Bangladesh (IIAB), and Life Member, Bangladesh Accounting Association (BAA).

During his affiliation with IAK, Mr. Das worked on various clients especially in the areas Multi-national Companies, Manufacturing Companies, Service Oriented Companies, Private and Group of Companies, Non-Government Organizations, and Development agencies in the field of audit and advisory services. He keenly attained expertise in the areas of Compliance Management of BSEC, Bangladesh Bank, IDRA, NBR, BIDA, RJSC, ICAB, FRC etc.

## PROFILE OF DIRECTORS

### **Shubhra Paul, ACA** Director (Audit & Assurance)

Year of experience: 10 years  
Specialization: Statutory Audit, IASs & IFRSs, Management Accounting, Regulatory Compliance & Direct & Indirect Tax



Mr. Paul is an Associate Chartered Accountant (ACA) and member of The Institute of Chartered Accountants of Bangladesh (ICAB). He obtained his BBA and MBA from the Department of Finance & Banking, University of Rajshahi. He is also an Income Tax Practitioner, ITP (Obtained from the National Board of Revenue, GoB) and Member, Dhaka Taxes Bar Association and Member, Bangladesh VAT Professionals Forum.

During my professional career Mr. Paul have acquired experiences in the fields of accounts, finance, taxation, auditing & secretarial matters. Arrange long-term as well as short-term funds & loan for enhancing the current & potential business growth of the concern entity. Prepared and reviewed company annual financial statements, submission of Annual Income Tax Return, yearly budget plan, new project profile, maintaining liaison with local legal authorities, dealing with government officials regarding Taxation & VAT affairs.

## PROFILE OF DIRECTORS

### **Md. Rezaul Haq, ACA** Associate Director & GM



Year of experience: 9 years

Specialization: Statutory Audit, IASs & IFRSs, Business Valuation and Business Process Design, Preparation of Standard Operating Procedures

Mr. Haq is an Associate Chartered Accountant (ACA) and member of The Institute of Chartered Accountants of Bangladesh (ICAB). He obtained his BBA and MBA from Department of Accounting & Information Systems, University of Dhaka and achieved Dean's Honor Award in MBA, Faculty of Business Studies, University of Dhaka.

Mr. Haq proactively contributed especially to the areas of Statutory Audit, Internal Audit, Business Valuation Financial Statements Preparation, Fiduciary Review, Special Audit, and Advisory and Compliance Services and he worked on various clients especially in the areas Banks, Insurance and Financial Institutions, Multinational Companies, Manufacturing Companies, Service Oriented Companies, Private and Group of Companies, Non-Government Organizations, and Development agencies in the field of audit and advisory services.

## RELATIONSHIP WITH FOREIGN EMBASSIES & INTERNATIONAL AGENCIES

### World Bank

Bangladesh Dhaka Office  
Plot – E-32, Agargaon, Sher-e-Bangla Nagar, Dhaka

### JICA

Headquarters (Kojimachi), 1-6th floor, Nibanco Center Building,  
5-25 Niban-cho, Chiyoda-ku, Tokyo 102-8012, Japan.

### USAID

U.S. Embassy, Madani Avenue, Baridhara  
Dhaka, Bangladesh 1212

### Asian Development Bank (ADB)

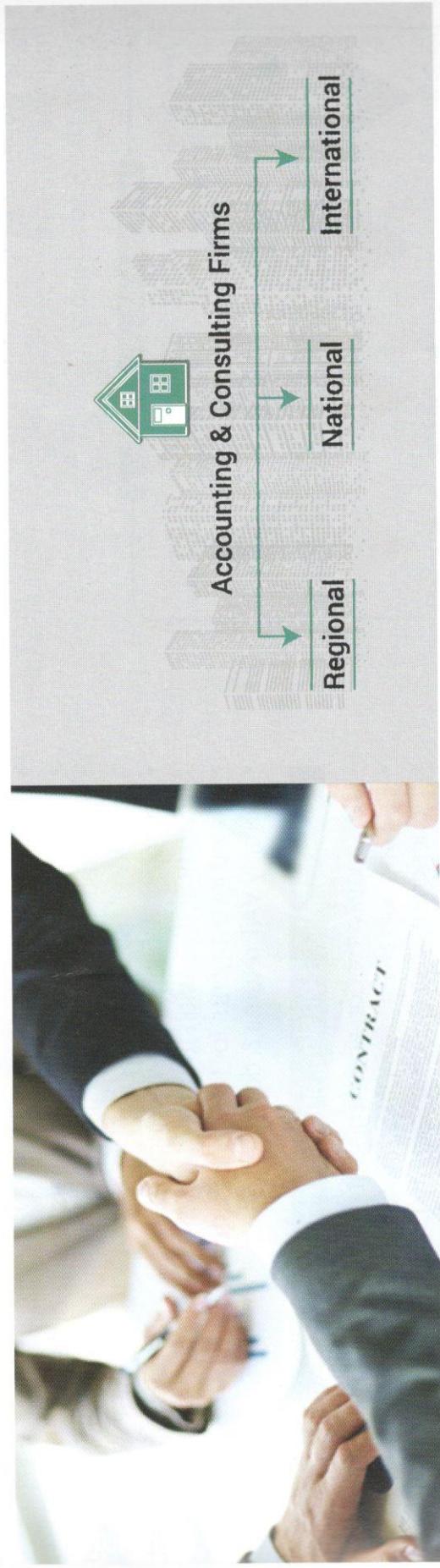
Bangladesh Country Office  
Sher-e-Bangla Nagar, Dhaka-1207, Bangladesh

### Embassy of Japan in Bangladesh

Plot No. 5 & 7, Dutabash Rd, Dhaka 1212

### UNICEF

Bangladesh Country Office  
BSL Office Complex (3rd Floor) 1, Minto Road, Dhaka-1000 Bangladesh



## MAJOR AREAS OF EXPERTIZE OF THE FIRM

### Audit & Assurance

- Statutory Audit
- Internal Audit
- Management Audit
- Performance Audit
- IT Audit
- Due Diligence

### Human Resources and Other services

- Payroll management services (Salary calculation, TDS Calculation, and compliance with local laws)
- Organizational design and strategy
- Job analysis and job profile
- Recruitment, selection & retention
- Performance review and development
- Executive search & recruitment
- Develop policy, procedure, and contracts
- Head hunting
- Training & development

### Taxation and VAT

- Dealing with issues arising from tax audits/investigations
- Preparation, filing, pleading Appeals and Tribunals
- Preparation, filing and assisting in obtaining exemption/reduced rate certifications.
- Preparation, filing and assisting in obtaining approval of provident, gratuity and pension funds
- Inward investments for foreign investors
- Monthly VAT returns & documentation.

### Secretarial, Licensing and Compliance

- Company formation and Registration
- Registration of Foreign Direct Investment (FDI)
- Work permit, Visa Related, Security Clearance
- Business Licenses
- Business Process Outsourcing (BPO)
- Accounting Support Service

### IAK External Audits Procedures



### IAK Service Excellence Process



### IAK Advisory Process

## ACCREDITATION AND ENLISTMENT WITH AUTHORITIES

- Bangladesh Bank (Central Bank)
- Bangladesh Security Exchange Commission (BSEC)
- NGO Affairs Bureau (NGOAB)
- NGO Affairs Bureau (NGOAB)
- Micro-Credit Regularity Authority (MRA)
- Palii Karma-Sahayak Foundation (PKSF)
- The World Bank (WB)
- Asian Development Bank (ADB)
- Japan International Cooperation Agency (JICA)

### Other Information

#### IAK Establishment, Age & Registration of Firm

- (a) Date of Establishment of the Firm : 01 October 1993
- (b) Age of the Firm : 30 years
- (c) Registration of the Firm : 01 October 1993

#### Logistics of the Firm

- Office spaces : Office area – 10,600 sft. in Mirpur & 3600 sft. in Gulshan
- Laptops : In total 50 (Fifty) Laptops with LAN facilities
- IT Environment : IP Surveillance, Access control and PA System
- Network Facility : LAN Network with Central Server & Intercom System
- Printer : 08 (Eight) printers
- Conference room : Three (3) conference rooms.
- Telephone : +88(02) 88 02-9027738
- Mobile : +88 01790-700404
- Email : info@audit.com.bd

### Accreditation & Enlistment



### Business Licenses

- 1) Trade License of the Firm (No-0434878)
- 2) e-BIN Certificate of the Firm (No - 000020001-0401)
- 3) e-TIN Certificate of the Firm (No-166982693370)
- 4) Date of Registration Certificate of the Firm (01 October 1993)

## OUR VALUED CLIENTS

### Banks, Financial Institutions & Insurance



### Listed Companies



### Private Companies



## OUR VALUED CLIENTS

### Government Development Projects



Bangabandhu Sheikh Mujib International Airport  
Mataibari Ultra Super Critical Coal-Fired Power Project



Hazrat Shahjalal International Airport Expansion Project



NGOs



**SHAPLA NEER**  
Bangladesh Jatiya Andha Kalyan Somiti, Comilla

### Multinational Companies

<b>UNI QLO</b>	<b>YKK®</b> YKK BANGLADESH PTE. LTD.	<b>KWE</b> 'TORAY'
<b>JETRO</b> Japan External Trade Organization	MITSUBISHI RESEARCH INSTITUTE, INC. 	<b>PEBASUS.</b> 
<b>3M</b>	<b>Optimum</b> N e r v o u s f r i n g	<b>HASHIMA</b> OBAYASHI 
<b>AJINOMOTO</b>	<b>TEXIDE®</b>	<b>AIC</b>
TOKYO GAS ENGINEERING SOLUTIONS	<b>MURATA</b> K. K. #C8H	<b>EOS</b> TEXTILE MILLS LTD. 
<b>PUIG</b>	<b>GTHS</b>	<b>W8 mode</b> 
<b>TEIJIN</b> TEIJIN FRONTIER CO., LTD.	<b>HMK</b> HAMAKYOREX	<b>SIG</b>
<b>gim</b> Grameen Yukti Maitake	Morimoto Singapore Pte. Ltd.	<b>NAGASE</b> 
<b>euglena</b>	<b>KADIMA</b>	<b>YAGI</b> —YAGI— 

## OUR MAJOR AUDIT AND ADVISORY CLIENTS

### Name of Banks and Non-Banking Financial Institutions

- BRAC Bank Ltd.
- Agrani Bank Ltd.
- Islami Bank Foundation
- Agrani Bank Limited Employees Superannuation Fund Trust
- Agrani Bank Limited Employees Gratuity Fund Trust
- Agrani Bank Limited Employees Provident Fund Trust
- Jamata Bank Limited
- Sonali Bank Limited
- National Housing Finance and Investment Limited
- Agrani SME Financing Company Limited
- Agrani Equity & Investment Limited
- ICB Securities Trading Company Limited
- ICB Asset Management Company Limited
- Agrani Equity & Investment Limited
- ICB Employees Superannuation Fund
- ICB Employees Provident Fund
- ICB Karmachari Kallyan Tahbil
- Uttara Finance Limited
- Islamic Commercial Insurance Company Limited
- Investment Corporation of Bangladesh (ICB)

### Government/ Semi-Government/Autonomous Bodies and Listed Companies

- Bangladesh Power Development Board
- Bangladesh Rural Electrification Board
- Japanese School, Dhaka
- ARBAN and its projects
- Buddhi Protibandhi Bidalaya Mirpur Branch, Dhaka
- American Chamber of Commerce in Bangladesh
- Japanese Commerce and Industry Association in Dhaka
- ERF Fund Management Unit (Under World Bank)
- Meghna Cement Mills Ltd.
- A A Rashayyan Shilpa LTD.
- HWA Well Textiles (BD) Limited
- Apollo Ispat Complex Limited
- Apollo Ispat Complex Limited
- Takaful Islami Insurance Limited
- Islami Insurance Bangladesh Limited
- Standard Insurance Limited
- National Life Insurance Company Limited

## MNC CLIENT LISTS (PARTIAL):

## OUR OFFICE AND DEVELOPMENT FACILITIES

We have two separate offices (Corporate Office and Branch Office) with areas of 14,200 sqf. where we ensure separate room for partners and senior audit staffs, HR and Admin. We also ensure all types of facilities for our Articled Students for their development both professionally and physically. We ensure Laptop for each Articled Students to make them grow professionally from day one to ensure quality professional services. To create Leader and professionally skilled resources, along with all other facilities both financial and nonfinancial, we ensure the following facilities for our staffs and Articled Students:



Manager's Review Room



Structured File Documentation



Dining Room



Library



Table Tennis



Conference Room



Caram Board



Training Room



Separate Desk for Articled Students



Yoga Centre

## OUR OFFICE AND DEVELOPMENT FACILITIES





Chartered Accountants

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**HEAD OFFICE**

Z-Tower (5th Floor)  
Plot # 4, Road # 132  
54, Gulshan Avenue  
Gulshan -1, Dhaka-1212  
Bangladesh.  
Email : info@audit.com.bd

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**BRANCH OFFICE**

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