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Monthly KPI below info:

Paticulars	Unit	Monthly Target
Total log Hour	162.5.00 hour	160.00 hour
Tolat Phone Support	0	0
Total Ticket Submitted	0	0
No Of initiative to share Knowledge	0	0
No of unauthorized level	0	0
No of days worked with extreme load	0	0
Positive Respondse/ Feedback from customers	0	0
No of negative occurrence	0	0
Tasks Done on-time	0	0

Monthly KPI below info:

Particulars	Staus/ Count
New Technology/ New Learning	3
Critical Problems solving	0
My working Day	2days/18hrs
Active hours avarage	14hrs
Average daily Break time	48.00min

What we Learned:

- **We know about BIDA….**

- What is BIDA- BIDA is one step service
- What is the full from of BIDA
- (Bangladesh Investment Development Authority)
- Who does BIDA
- (if someone from outside wants to investment in our country.)
- What is the Function of BIDA
- (Investment promotion, Investment Facilititon, covering investment registration and pre- and post establishmenrt facilititation.)

- We know the details of EBS
- Learn how to create of E-office profile

Thank You