

ZARAI TARAQIATI BANK LIMITED

HEAD OFFICE, 1–FAISAL AVENUE, ISLAMABAD

OPERATIONS DIVISION

SUBJECT: TURN AROUND TIME (TAT) FOR ACCOUNT OPENING PROCESS

S NO.	STAGE/ LEVEL	TURN AROUND TIME
TAT need to be observed at Branch & Zonal Office level Account Opening/ Processing		
1	Individual/Joint Account (After Completion of all required formalities).	1-2 working days
2	Business/ Corporate Account (After Completion of all required formalities; utilize SECP portal for real time excess to the statutory record of companies.	1-2 working days
3	High Risk Accounts as per AML/CFT/CPF regulations and Bank policy (After Completion of all required formalities) subject to approval of Senior Management as per approval matrix.	1-2 working days
TAT need to be observed at CPU Level-I (Reviewer) & Level-II (Authorizer) for Account Processing		
1	Individual/Joint Account (After Submission to CPD)	1-2 working days
2	Business/ Corporate Account (After Submission to CPD)	1-2 working days
3	High Risk Accounts as per AML/CFT/CPF regulations and Bank policy (After Completion of all required formalities & Submission to CPD)	1-2 working days
TAT need to be observed for Digital Onboarding Accounts Opening		
1	After completion of all formalities as per SOPs account should be opened in 02 working days	1-2 working days