

Janata Bank Staff College, Dhaka

Approved Training Plan of

JBSC, Dhaka, JBRSC-Rajshahi, Comilla, Ctg, Khulna, Mymensingh, IT (System) & IT (Operation) for the Year 2017

SL	Course Title	Duration	Frequency							Total Frequency	No. of Participants	Target Group
			JBSC, Dhaka	JBRSC, Rajshahi	JBRSC, Comilla	JBRSC, Ctg.	JBRSC, Khulna	JBRSC, Mymen.	JBRSC, Barisal			
1	Foundation Course for Officers	20 days	5	3	3	1	0	0	0	12	300	Newly Recruited Officers
2	Managers' Induction Course	12 Days	6	2	0	0	0	0	0	8	200	New Branch Managers/As per Manager Fit List.
3	Banking Laws and regulations	3 Days	2	2	0	0	0	0	0	4	100	Managers / Concerned Officers of Branches
4	Customer Service Development	2 Days	0	3	1	2	1	1	2	10	260	Do
5	General Credit Course	5 Days	3	2	2	2	1	1	0	11	275	Do
6	Project Financing Course	6 Days	3	0	0	0	0	0	0	3	75	Do
7	Agricultural & Rural Credit	2 Days	2	2	1	2	1	1	1	10	250	Do
8	SME Financing	2 Days	3	2	2	2	2	2	0	13	340	Do
9	Financing "Women Entrepreneur".	1 Day	7	0	0	3	0	0	0	10	275	Managers of Branches
10	Financing in Green Products- New	1 Day	2	0	0	0	0	0	0	2	50	Managers / Concerned officers of Branches
11	Assessment of Credit Proposals and CRG	3 Days	4	2	2	0	0	0	0	8	200	Do
12	Financial Statements and Bank Branch Accounting System	3 Days	2	2	0	0	0	0	0	4	100	Do
13	Loan Classification and provisioning.	1 day	4	3	1	1	1	1	1	12	320	Do
14	Credit Recovery Strategies	2 Days	4	3	2	2	2	2	1	16	420	Do
15	Foreign Exchange & International Trade Finance	10 Days	2	0	0	0	0	0	0	2	50	Managers /officers of AD Branches
16	Refresher's Course on Export Finance	2 Days	1	0	0	2	0	0	0	3	75	Do
17	Refresher's Course on Import Finance	2 Days	1	0	0	2	0	0	0	3	75	Do
18	Operational Procedure of SWIFT and DASH BOARD Activities	1 Day	1	0	0	0	0	0	0	1	25	Do
19	Prevention of Fraud, Forgery & Malpractices in Banks	2 Days	2	2	2	2	2	2	0	12	300	Managers / Concerned officers of Branches
20	Prevention of Money Laundering & Terrorism Financing	1 Day	2	2	2	2	2	2	2	14	350	Do
21	Green Banking and Environmental Risk Management	1 Day	1	1	1	2	1	1	0	7	175	Do
22	Managing Core Risks in Banking	5 Days	2	2	2	2	2	2	0	12	300	Do
23	Risk Based Capital Managent for Banks	1 Day	2	0	0	0	0	0	0	2	50	Do
24	Bank Guarantee	1 Day	2	0	0	0	0	0	0	2	50	Do
25	Artha Rin Adalat Ain- 2003	1 Day	6	2	0	0	0	0	0	8	225	Do
26	Training Workshop on Nagorik Sebay Udbhaban for Managers	1 Day	2	2	2	2	2	2	0	12	300	Do
27	Treasury Operation	1 Day	1	0	0	0	0	0	0	1	25	Do
28	Documentation of Credit	1 Day	6	2	1	0	0	0	0	9	250	Do
29	Audit and Inspection in Banks.	5 Days	1	0	0	0	0	0	0	1	25	Do
30	Compliance of Audit Objections (Internal & External)	1 Day	2	2	2	2	2	2	1	13	325	Do
31	Procurement Process under PPR-2008	1 Day	1	0	0	0	0	0	0	1	25	Do
32	আসল ব্যাংক নোট চেনার উপায়	1 Day	5	2	2	2	2	2	0	15	395	Do
33	Business English Language Course (Evening).	10 Days	1	1	1	1	1	1	0	6	150	Do
34	Refreshers Orientation Course on General Banking.	2 Days	2	2	2	2	2	2	2	14	350	Officers of Janata Bank Limited
35	Foreign Remittance Payment System.	1 Day	2	2	2	4	2	2	0	14	350	Do
36	Departmental Enquiry	1 Day	8	0	0	0	0	0	0	8	200	Do
37	Coaching on Accounting for Financial Services (Banking Diploma, Part -I)	2 Days	5	2	0	0	0	0	0	7	245	Do
38	Coaching on Management Accounting (Banking Diploma, Part -II)	2 Days	5	2	0	0	0	0	0	7	245	Do
39	Coaching on International Trade & Foreign Exchange (Banking Diploma, Part -II)	2 Days	6	0	0	0	0	0	0	6	210	Do
40	Banking Laws and regulations (Executives)	2 Days	2	0	0	0	0	0	0	2	50	AGMs & DGM of Branch, A/O, D/O
41	Artha Rin Adalat Ain- 2003 (Executives)	1 Day	2	0	0	0	0	0	0	2	50	Do
42	Risk Based Capital Management for Banks (Executives)	1 Day	1	0	0	0	0	0	0	1	25	Do

43	Comprehensive Risk Management (Executives)	2 Days	2	0	0	0	0	0	0	2	50	Do
44	Seminar on Right to Information Act-2009 (Executives)	1 Day	2	0	0	0	0	0	0	2	50	Do
45	Training Workshop on Nagorik Sebay Udbhaban (Executives)	1 Day	2	0	0	0	0	0	0	2	50	Do
46	Faculty Development Course	5 Days	1	0	0	0	0	0	0	1	40	Executives & Faculty Members of JBSC & JBRSC
47	Advance Course on Managing Core Risks in Banking (Foreign)	5 Days	1	0	0	0	0	0	0	1	35	Executives & Faculty Members of JBSC & JBRSC
Total For JBSC & JBRSCs			129	52	33	40	26	26	10	316	8285	
48	Information Technology: to be conducted by IT (System) Deptt.(17 types of courses)	1-5 Days	0	0	0	0	0	0	0	103	2060	Managers/Concerned Officers of Banch
49	Information Technology: to be conducted by IT (Operation) Deptt. (6 types of courses)	1-7 Days	0	0	0	0	0	0	0	90	2639	Managers/Concerned Officers of Banch
Total =			129	52	33	40	26	26	10	509	12984	