# Janata Bank Staff College, Dhaka

**Training Courses of JBSC, Dhaka, JBRSC-Rajshahi, Cumilla, Chattogram, Khulna, Mymensingh, Barishal,ICT-System & ICT-Operation for the year 2020**

| SL | Course Title | Duration | Total No. of Courses | Targeted No. of Participants | Level of Participants |
|---|---|---|---|---|---|
| 1 | Foundation Course for Officers | 30 days | 10 | 250 | Newly Recruited Officers of different grades |
| 2 | Managers' Induction Course | 20 Days | 2 | 50 | Branch Managers/As per Manager Fit List |
| 3 | Project Financing Course | 10 Days | 2 | 50 | Managers/Officers of Branches/DO /AO/departments of HO/AID-Corp. |
| 4 | Foreign Exchange & International Trade Finance | 10 Days | 2 | 50 | Managers/Concerned Officers of Branches/FTD/FEAID |
| 5 | General Credit Course | 6 Days | 20 | 500 | Managers/Credit Officers of Branches. Officers of DO/ AO/ different Credit departt. of HO/AID |
| 6 | Banking Laws and regulations | 6 Days | 4 | 100 | Managers/Concerned Officers of Branches. Officers of different department ,HO. |
| 7 | Audit and Inspection in Banks | 5 Days | 2 | 50 | Officers from Audit & inspection departments of HO/DO/AO |
| 8 | Artho Rin Adalat Ain-2003 & Management of Court Cases | 2 Days | 8 | 220 | Managers/Credit Officers/Recovery Officers of Branches/AO/DO/HO. |
| 9 | Analysis of Financial Statements (Executives) -New | 2 Days | 2 | 50 | Executives of Corp-1 & Copr-2 & Executives of related deptt. of HO. |
| 10 | Analysis of Financial Statements -New | 3 Days | 2 | 50 | Managers/Officers of Branches |
| 11 | Entrepreneur Development Course for Faculty Members | 2 Days | 1 | 35 | Executives /FM of JBSC & JBRSC |
| 12 | Sale, Encashment & Re-investment of Wage Earners development Bond (WEDB), US Dollar Premium Bond & US Dollars Investment Bond | 1 day | 2 | 50 | Managers/Concerned Officers of NRB desk of Branches. Officers of Corp-1,Corp-2 & AD Branches. |
| 13 | Government Transactions under Treasury Rules & Subsidiary Rules (Executives)-New | 1 Day | 2 | 50 | Executives |
| 14 | Government Transactions under Treasury Rules & Subsidiary Rules-New | 1 Day | 16 | 410 | Managers/Officers |
| 15 | Preparation of Standard Board Memo | 1 Day | 4 | 100 | Executives /Officers of L/O, H/O, Bhaban/Division/Area Office |
| 16 | Customer Service & Customer Complaint Management. | 2 days | 14 | 355 | Managers/Officers |
| 17 | Leadership Execellence for Bank Executives -New | 1 Day | 1 | 25 | Executives |
| 18 | Leadership Execellence for Bank Branch Managers -New | 1 day | 1 | 25 | Managers |
| 19 | Marketing of Bank Products (Executives) - New | 1 Day | 2 | 50 | Executives |
| 20 | Marketing of Bank Products (Officers)-New | 1 Day | 9 | 230 | Managers/Officers |
| 21 | Gender Equality for Officers-New | 1 Day | 7 | 175 | Managers/Officers |
| 22 | Gender Equality for Executives-New | 1 Day | 1 | 25 | Executives |
| 23 | D‡`¨v³v‡`i `ÿZv DbœqbewlqK ‡Kvm© | 2 Days | 7 | 280 | Local Entrepreneur/ Businessmen |
| 24 | Rbm‡PZbZv ew×Kiíí t ÛAvmj e¨vsK tbvU †Pbvi Dcvq Ô weqqK †mwgbvi | 1 Day | 10 | 400 | Local People |
| 25 | D™‡eb I †mev mnRxKiY - bZb | 1 Day | 7 | 175 | Managers/Concerned Officers of Branches |
| 26 | D™‡eb m¨gZv ew× - bZb | 2 Days | 7 | 175 | Managers/Concerned Officers of Branches |
| 27 | †mev mnRxKi‡Y m¨gZv ew× - bZb | 2 Days | 7 | 175 | Managers/Concerned Officers of Branches |
| 28 | Workshop on National Integrity Strategy | 1 Day | 7 | 175 | Officers from HO/DO/AO/Branches |

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| 29 | Seminar on Right to Information Act-2009 | 1 Day | 2 | 50 | Officers from HO/DO/AO/Branches |
| 30 | Internal Credit Risk Rating System (for Officers) | 2 days | 15 | 385 | Officers from HO/DO/AO/Branches |
| 31 | Faculty Development Course | 5 days | 1 | 35 | FM of JBSC & JBRSC |
| 32 | Internal Credit Risk Rating System (for Executives)-new | 1 day | 2 | 50 | Managers/Concerned Officers of Branches |
| 33 | Awareness program on AML & CFT | 1 Day | 12 | 310 | DGMs & AGMs of Corporate Branches |
| 34 | Trade Based Money Laundering (Executives) | 1 Day | 2 | 50 | Executives |
| 35 | Trade Based Money Laundering | 1 Day | 2 | 50 | Managers/Concerned Officers of Branches |
| 36 | Refreshers' Course on Import & Export Finance | 2 Days | 7 | 175 | Managers/Concerned Officers of Branches/FTD, HO/FEAID |
| 37 | Refreshers' course on International Trade Finance for Auditors | 2 days | 1 | 25 | Officers from Audit & Inspection deptt. HO/DO/AO |
| 38 | SME Financing | 2 Days | 13 | 335 | Managers/Credit Officers of Branches/DO/AO/Credit Division of HO |
| 39 | Agriculture & Rural Credit | 2 days | 15 | 380 | Managers/Credit Officers of Branches/DO/AO/Credit Division of HO |
| 40 | Documentation of Loans & Advances | 2 Days | 13 | 335 | Managers/Credit Officers of Branches |
| 41 | Loan Classification, Provisioning and Credit Recovery Strategies | 2 Days | 13 | 330 | Managers/Credit Officers of Branches /Special Assets Mgt Division, HO |
| 42 | Bank Guarantee for Executives | 1 day | 1 | 25 | Executives of AO/DO/HO/Corp-1 & Corp-2 branches. |
| 43 | Bank Guarantee | 1 day | 1 | 25 | Managers/concerned Officers |
| 44 | Green Banking & Sustainable Financing | 1 day | 7 | 175 | Managers/Credit Officers of Branches |
| 45 | আসল ব্যাংক নোট চেনার উপায় | 1 Day | 6 | 150 | Officers |
| 46 | Departmental Enquiry | 1 Day | 2 | 50 | As Per Officers list of Deciplinary Department of HO. |
| 47 | Procurement Process under PPR-2008 | 1 Day | 2 | 50 | Concerned Officers from HO Deptt./DO/AO |
| 48 | Foreign Remittance Payment System | 1 Day | 15 | 375 | Managers/Concerned Officers of Branches |
| 49 | Methods of Deducting Source Tax , Value added Tax (VAT), Excise Duty, Employee's Income Tax and Process of Reporting | 1 Day | 7 | 175 | Managers/Concerned Officers of Branches |
| 50 | Prevention of Fraud, Forgery & Malpracties in Banks | 2 Days | 13 | 330 | Managers/Concerned Officers of Branches |
| 51 | Compliance of Audit Objections (Internal & External) | 1 Day | 12 | 300 | Managers/Concerned Officers of Branches |
| 52 | Credit Risk Management | 1 Day | 9 | 225 | Managers/Credit Officers of Branches |
| 53 | Asset Liability Risk Management | 1 Day | 2 | 50 | Managers/Concerned Officers of Branches |
| 54 | Internal Control & Compliance Risk Management | 1 Day | 8 | 200 | Managers/Concerned Officers of Branches |
| 55 | Annual Closing | 1 Day | 8 | 200 | Concerned Officers of Br/AO/DO |
| 56 | TOT on International Trade Finance for Faculty Members (Foreign) | 5 Days | 1 | 5 | FM of JBSC & JBRSC |
| 57 | Seminer On NPL Management | 1 Days | 2 | 50 | Executives & Officers of top loan defaulter branches. |
| 58 | Training on ICT Security & Fraud Prevention as per ICT Policy and BB Guideline | 3 Days | 3 | 60 | HO/DO (Dhaka South & Dhaka North) Officers |
| 59 | Workshop on ICT Security Awareness and Fraud Prevention | 1 Day | 2 | 40 | HO/DO (Dhaka South & Dhaka North) Officers |
| 60 | Workshop on ICT Security Awareness and Fraud Prevention | 1 Day | 10 | 500 | Personnel from DO/Area/Branch Officers |
| 61 | Workshop on ICT Security Awareness and Fraud Prevention for Executive's (Evening) | 4 Days | 2 | 40 | Executives (Dhaka Based) |
| 62 | Workshop on PMIS | 1 Day | 4 | 80 | Personnel from HO/DO/AO/Branch Officers/Staff College |
| 63 | Workshop on PMIS | 1 Day | 10 | 250 | Personnel from HO/DO/AO/Branch Officers/Staff College |

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| 64 | Workshop on JBOne | 1 Day | 4 | 80 | Personnel from HO/DO/AO/Branch Officers |
| 65 | Workshop on JBOne | 1 Day | 10 | 250 | Personnel from DO/Area/Branch Officers |
| 66 | Workshop on easyJanata and JB Online Solution | 1 Day | 3 | 60 | New Recruitment Officers |
| 67 | Workshop on easyJanata and JB Online Solution | 1 Day | 10 | 250 | New Recruitment Officers |
| 68 | Training on Procurement & Inventory Control System | 3 Days | 1 | 20 | HO/Divisional/Area Officers |
| 69 | Workshop on Hardware Maintenance & Trouble Shooting | 2 Days | 4 | 80 | HO/DO (Dhaka South & Dhaka North) Officers |
| 70 | Workshop on E-Nothi | 1 Day | 7 | 140 | **39 HO Offices :**<br>1 MD Secretariat, 4 DMD Secretariat<br>14 GM Secretariat, 20 HO Departments |
| 71 | Workshop on E-Nothi (ToT) | 1 Day | 3 | 60 | 60 ToT selection from (39 HO Offices): |
| 72 | Workshop on E-Nothi for the Executive's | 1 Day | 2 | 40 | 40 Executives selection from (39 HO Offices) |
| 73 | E-Learning on Anti Money Laundering | | 3 | 300 | All employee of the Janata Bank Limited |
| 74 | E-Learning on Cyber Security and Fraud Prevention as per Bangladesh Bank Guidelines and Janata Bank Limited ICT Policy | | 3 | 300 | All employee of the Janata Bank Limited |
| 75 | Training on T24 Online Core Banking Solution (CBS) for Retail Banking | 5 Days | 15 | 300 | SPO/PO/SO/Officers |
| 76 | Training on Foreign Remittance of T24 Online Core Banking Software(CBS) | 3 Days | 3 | 60 | SPO/PO/SO/Officers |
| 77 | Training on Trade Finance(Import,Export and Back to Back LC) and Guarantee Module of T24 Online core Banking Software(CBS) | 3 Days | 3 | 60 | SPO/PO/SO/Officers |
| 78 | Training on T24 Online Core Banking Solution (CBS)for Credit operation | 3 Days | 6 | 120 | SPO/PO/SO/Officers |
| 79 | T24 Online Core Banking Solution (CBS)on Network Management, ADC & Cyber Security | 2 Day | 8 | 160 | SPO/PO/SO/Officers |
| 80 | Workshop on T24 Online Core Banking Software (CBS), ICT Policy, BCP, DRP and Cyber Awareness | 1 Day | 19 | 950 | (DGM/AGM/SPO/PO/SO/Officers) |
| 81 | Training on T24 Online Core Banking Software (CBS) for Executives | 2 Days | 6 | 120 | Executives |
| 82 | Training on Core Banking Software (CBS), Hardware, Network & Security System for IT maintenance & Support cell personnel | 5 Days | 6 | 120 | Divisional/Area Officers (IT) |
| | **Grand Total** | | **500** | **13615** | |