

Training Plan- 2024

Janata Bank Staff College, Dhaka

Training Courses of JBSC-Dhaka, JBRSC-Rajshahi, Chattogram, Khulna for the year 2024

SL	Course Title		Duration	JBSC Dhaka	JBRSC Raj	JBRSC Ctg	JBRSC Khulna	Total No. of Courses	Targeted No. of Participants	Level of Participants
1	Foundation Course for Officers	In person Training	30 Days	12	0	0	0	12	600	Newly appointed Officers of different grades
2	Foundation Course for Officers-Teller		20 Days	0	6	2	2	10	250	Newly appointed Officers-Teller
3	Managers' Induction Course		20 Days	4	0	0	0	4	100	Branch Managers/As per Manager Fit List
4	Foreign Exchange & International Trade Finance		15 Days	2	0	0	0	2	50	Officers from all AD Branches (Priority to New Officers)
5	Credit Management		6 Days	2	1	1	1	5	175	Managers/Credit Officers of Branches. Officers of DO/ AO/ different Credit
6	Banking Laws and regulations		6 Days	1	1	0	0	2	50	Managers/Concerned Officers of Branches. Officers of different
7	Faculty Development Course		5 Days	1	0	0	0	1	35	Executives & Faculty Members of JBSC & JBRSC's
8	Audit and Inspection in Banks		5 Days	1	0	0	0	1	50	Officers/ auditors of Audit & inspection departments of HO/DO/AO
9	Internal Control & Compliance- General Banking		3 Days	1	0	0	0	1	25	Officers from related departments of HO/DO/AO
10	Internal Control & Compliance- Credit		3 Days	1	0	0	0	1	25	Officers from related departments of HO/DO/AO
11	Internal Control & Compliance- Foreign Trade		3 Days	1	0	0	0	1	25	Officers from related departments of HO/DO/AO
12	Internal Control & Compliance- ICT		3 Days	1	0	0	0	1	25	Officers from related departments of HO/DO/AO
13	Refresher's Course on Audit and Inspection in Banks		2 Days	2	0	0	0	2	50	Officers/ auditors of Audit & inspection departments of HO/DO/AO
14	Preparation of Credit Proposals		2 Days	2	1	1	2	6	200	Officers from HO/DO/AO/Branches
15	Documentation of Loans & Advances in Banks		2 Days	2	1	1	1	5	175	Managers/Credit Officers of Branches/DO/AO/Credit Division of
16	Customer Service and Customer Complaint Management		2 Days	0	1	1	1	3	75	Managers/Officers of Branches
17	Agriculture & Rural Credit		2 Days	0	2	1	2	5	125	Managers/Credit Officers of Branches
18	CMSME Financing		2 Days	0	1	1	1	3	75	Managers/Credit Officers of Branches/DO/AO/Credit Division of
19	Credit Recovery Strategies in Banks		2 Days	0	1	2	2	5	125	Managers/Officers of Branches
20	Artho Rin Adalat Ain-2003 & Management of Court Cases		2 Days	0	0	2	1	3	75	Managers/Concerned Officers of Branches
21	Prevention of Fraud, Forgery & Malpractices in Banks		2 Days	0	0	1	1	2	50	Managers/Officers of Branches
22	Loan Classification and Provisioning In Banks		1 Day	2	2	1	1	6	200	Managers/Concerned Officers of Branches
23	Departmental Enquiry		1 Day	1	0	0	0	1	50	Audit Officers of H/O, D/O & A/O
24	ই-গভর্নেন্স ও উদ্ভাবণ		1 Day	4	0	0	0	4	200	Managers/Officers of Branches
25	স্মার্ট বাংলাদেশ বিনির্মাণ বিষয়ক কর্মশালা		1 Day	2	0	0	0	2	100	Managers/Officers of Branches
26	Internal Credit Risk Rating System (ICRRS) in Banks		1 Day	0	1	1	0	2	50	Managers/Concerned Officers of Branches
27	Financing Women Entrepreneuers		1 Day	0	1	1	1	3	75	Managers/Credit Officers of Branches
28	Awareness program on AML & CFT		1 Day	0	2	2	2	6	150	Managers/Officers of Branches
29	Credit Risk Management in Banks		1 Day	0	1	1	1	3	75	Managers/Credit Officers of Branches
30	Internal Control & Compliance Risk Management		1 Day	0	1	1	1	3	75	Managers/Concerned Officers of Branches
31	Gender Equality		1 Day	0	1	1	1	3	75	Managers/Officers of Branches
32	Cash Management Policy of Janata Bank PLC.		1 Day	0	0	1	1	2	50	Cash Officers from Branch Level
33	অসল ব্যাংক নোট চেনার উপায়		1 Day	0	0	1	1	2	50	Cash Officers from Branch Level
Sub-Total (In Person)				42	24	23	23	112	3510	

Training Plan- 2024 Janata Bank Staff College, Dhaka Training Courses of JBSC-Dhaka, JBRSC-Rajshahi, Chattogram, Khulna for the year 2024										
SL	Course Title		Duration	JBSC Dhaka	JBRSC Raj	JBRSC Ctg	JBRSC Khulna	Total No. of Courses	Targeted No. of Participants	Level of Participants
1	Orientation Course for newly recruited officers	Virtual Training	5 Days	1	0	0	0	1	950	Newly appointed Officers of different grades
2	Refresher's Course on General Banking (Evening)		3 Evening	2	0	0	0	2	200	Officers of Branches
3	Customer Service and Customer Complaint Management (Evening)		3 Evening	1	0	0	0	1	100	Managers/Officers of Branches
4	Agriculture & Rural Credit (Evening)		3 Evening	1	0	0	0	1	100	Managers/Credit Officers of Branches
5	CMSME Financing (Evening)		3 Evening	1	0	0	0	1	100	Managers/Credit Officers of Branches/DO/AO/Credit Division of
6	Refreshers' Course on Import & Export Finance (Evening)		3 Evening	1	0	0	0	1	100	Officers from all AD Branches (Priority to New Officers)
7	Prevention of Fraud, Forgery & Malpractices in Banks (Evening)		3 Evening	2	0	0	0	2	200	Managers/Officers of Branches
8	Artho Rin Adalat Ain-2003 & Management of Court Cases (Evening)		3 Evening	1	0	0	0	1	100	Managers/Concerned Officers of Branches
9	Credit Recovery Strategies & NPL Management in Banks (Evening)		3 Evening	2	0	0	0	2	200	Managers/Officers of Branches
10	Gender Equality (Evening)		2 Evening	2	0	0	0	2	200	Managers/Officers of Branches
11	Integrated Supervision System (ISS) Reporting in Banks (Evening)		2 Evening	2	0	0	0	2	200	Managers/Concerned Officers of Branches
12	Green Banking & Sustainable Financing (Evening)		2 Evening	2	0	0	0	2	200	Managers/Concerned Officers of Branches
13	National Integrity Strategy (Evening)		2 Evening	1	0	0	0	1	100	Managers/Officers of Branches
14	A-Challan under webbased Automated Challan System(ACS)		1 Day	2	0	0	0	2	200	Managers/Concerned Officers of Branches
15	Financing Women Entrepreneurs		1 Day	1	0	0	0	1	100	Managers/Credit Officers of Branches
16	Cash Management Policy of Janata Bank PLC.		1 Day	2	0	0	0	2	200	Cash Officers from Branch Level
17	Awareness program on AML & CFT		1 Day	2	0	0	0	2	200	Managers/Officers of Branches
18	Prevention of Credit and Trade Based Money Laundering		1 Day	2	0	0	0	2	200	Managers/Officers of Branches
19	Internal Credit Risk Rating System (ICRRS) in Banks		1 Day	2	0	0	0	2	200	Managers/Concerned Officers of Branches
20	আসল ব্যাংক নোট চেনার উপায়		1 Day	2	0	0	0	2	200	Cash Officers from Branch Level
21	Foreign Remittance Payment System		1 Day	4	1	1	1	7	580	Managers/Concerned Officers of Branches
22	সেবা প্রদান প্রতিশ্রুতি (Evening)		1 Day	4	0	0	0	4	400	Managers/Officers of Branches
23	Right to Information Act -2009		1 Day	4	0	0	0	4	400	Managers/Officers of Branches
24	Workshop on Card Operation, ATM Management & Fraud Prevention Awareness		1 Day	4	0	0	0	4	400	Managers/Officers of Branches
25	Green Banking & Sustainable Financing		1 Day	0	1	1	1	3	180	Managers/Concerned Officers of Branches
26	Integrated Supervision System (ISS) Reporting		1 Day	0	1	1	1	3	180	Managers/Officers of Branches
27	National Integrity Strategy		1 Day	0	1	1	1	3	180	Managers/Officers of Branches
	Sub-Total (Virtual)			48	4	4	4	60	6370	
Grand Total for JBSC & JBRSC's				90	28	27	27	172	9880	