

Training Plan- 2022

Janata Bank Staff College, Dhaka

Training Courses of JBSC-Dhaka, JBRSC-Rajshahi, Cumilla, Chattogram, Khulna, ICT-System & ICT-Operation for the year 2022

SL	Course Title	Duration	Total No. of Courses	Targeted No. of Participants	Level of Participants
1	Foundation Course for Officers	30 Days	10	500	Newly Recruited Officers of different grades
2	Managers' Induction Course	20 Days	4	100	Branch Managers/As per Manager Fit List
3	Project Financing Course	15 Days	2	50	Officers from all Corporate & Main Branches (Priority to New Officers)
4	Foreign Exchange & International Trade Finance	15 Days	2	50	Officers from all Corporate & Main Branches (Priority to New Officers)
5	General Credit	6 Days	10	250	Managers/Credit Officers of Branches. Officers of DO/ AO/ different Credit departt.
6	Banking Laws and regulations	6 Days	3	75	Managers/Concerned Officers of Branches. Officers of different department ,HO.
7	Audit and Inspection in Banks	5 Days	1	25	Officers/ auditors of Audit & inspection departments of HO/DO/AO
8	Faculty Development Course	5 Days	1	35	Executives & Faculty Members of JBSC & JBRSC's
9	Customer Service and Customer Complaint Management	2 Days	8	235	Managers/Officers of Branches
10	Internal Credit Risk Rating System (ICRRS)	1 Day	4	150	Managers/Officers of Branches
11	Preparation of Credit Proposals	2 Days	3	110	Officers from HO/DO/AO/Branches
12	Agriculture & Rural Credit	2 Days	9	265	Branch managers / Concerned Officers from HO/DO/AO/Branches
13	Documentation of Loans & Advances	2 Days	12	315	Managers/Credit Officers of Branches/DO/AO/Credit Division of HO
14	Artho Rin Adalat Ain-2003 & Management of Court Cases	2 Days	7	185	Managers/Credit Officers of Branches
15	Loan Classification and Provisioning	1 Day	12	315	Managers/Credit Officers of Branches /Special Assets Mgt Division, HO
16	CMSME Financing	2 Days	11	315	Managers/Credit Officers of Branches/DO/AO/Credit Division of HO
17	Refreshers' Course on Import & Export Finance	2 Days	2	50	Managers/Concerned Officers of Branches/FTD, HO/FEAID
18	Departmental Enquiry	2 Days	2	50	Audit Officers of H/O, D/O & A/O
19	Government Transactions under Treasury Rules & Subsidiary Rules	1 Day	6	170	Managers/Officers
20	Asset Liability Risk Management for Executives	1 Day	1	25	In charge of all DO/AO/all corpoate branches
21	Asset Liability Risk Management	1 Day	2	50	Managers/Concerned Officers of Branches
22	Financing Women Entrepreneurs	1 Day	6	150	Managers/Concerned Officers of Branches
23	Cash Management Policy in JBL	1 Day	3	110	Managers/Concerned Officers of Branches
24	Awareness program on AML & CFT	1 Day	10	250	Managers/Concerned Officers of Branches
25	Trade Based Money Laundering	1 Day	2	50	Managers/Concerned Officers of Branches
26	Awareness program on Fourth Industrial Revolution for Executives-New	1 Day	1	50	Executives of JBL
27	Awareness program on Fourth Industrial Revolution for Managers-New	1 Day	1	50	Managers of JBL
28	Preparation of Standard Board Memo	1 Day	1	25	Executives /Officers of L/O, H/O, Bhaban/Division/Area Office
29	Foreign Remittance Payment System	1 Day	10	250	Managers/Concerned Officers of Branches
30	Green Banking & Sustainable Financing	1 Day	6	150	Managers/Concerned Officers of Branches
31	Compliance of Audit Objections (Internal & External)	1 Day	1	50	Managers/Concerned Officers of Branches

In person Training

32	Credit Risk Management	In person Training	1 Day	10	250	Managers/Concerned Officers of Branches	
33	Internal Control & Compliance Risk Management		1 Day	10	250	Managers/Concerned Officers of Branches	
34	Integrated Supervision System (ISS) Reporting		1 Day	10	250	Managers/Officers of Branches	
35	Credit Recovery Strategies		2 Days	12	315	Managers/Officers of Branches	
36	How to make Loss and Marginal branches into sustainable profit-making branches - New		1 Day	6	170	Managers of Branches	
37	Workshop on Janata Bank Limited Service Rules 2020 and Pension Rules - New		1 Day	2	55	Managers/Officers of Branches	
38	Workshop on Methods of Deducting Source Tax ,Value added Tax (VAT),Exise Duty & Employee's Income Tax and Process of Reporting		1Day	1	50	Managers/Officers of Branches	
39	"স্থানীয় উদ্যোক্তাদের দক্ষতা উন্নয়ন " বিষয়ক সেমিনার		1 Day	1	25	Local Entrepreneur/Businessmen	
40	Workshop on SDG And Vision 2041 in Bangladesh -New		2 Days	1	50	Managers/Officers of Branches	
41	Workshop on ICT Security Awareness and Fraud Prevention		1 Day	14	580	Managers/Officers	
42	Workshop on ICT Security Awareness and Fraud Prevention for Executive's (Evening)		2 Days	2	40	Managers/Officers	
43	Workshop on PMIS		1 Day	14	330	Managers/Officers	
44	Workshop on JBOne		1 Day	14	330	Managers/Officers	
45	Workshop on JB Online Solution		1 Day	14	330	Managers/Officers	
46	Workshop on Hardware Maintenance & Trouble Shooting		2 Days	12	270	Managers/Officers	
47	Users Training on T24 CBS for General Banking		5 Days	18	540	Managers/Officers	
48	Users Training on T24 CBS for Trade Finance (Import, Export, Guarantee and Back-to-back)		3 Days	3	90	Managers/Officers	
49	Users Training on T24 CBS for Foreign Remittance		3 Days	2	60	Managers/Officers	
50	Training on T24 CBS for General Banking Auditors		3 Days	3	90	Managers/Officers	
51	Training on T24 CBS for Foreign Exchange Auditors		3 Days	2	60	Managers/Officers	
52	Training on CBS for IT Auditors		3 Days	1	30	Managers/Officers	
53	Training on T24 CBS on Network and IT Security System for IT Support Cell of Controlling Offices		5 Days	6	180	Managers/Officers	
54	Training on T24 CBS and Security Awareness for Executives		2 Days	5	150	Executives	
55	Advanced Training on Network Management, Alternative Delivery Channel (ADC) & Cyber Security Awareness		2 Days	5	150	Managers/Officers	
56	Workshop on CBS, ICT Policies and Cyber Security Awareness		1 Day	19	950	Managers/Officers	
57	Prevention of Fraud, Forgery & Malpractices in Banks		Training	2 Days	10	640	Managers/Concerned Officers of Branches
58	NPL Management			1 Day	8	560	Managers/Officers of Branches
59	উদ্ভাবনে সক্ষমতা বৃদ্ধি (Evening)			2 Days	5	320	Managers/Concerned Officers of Branches
60	সেবা সহজীকরণে সক্ষমতা বৃদ্ধি (Evening)			2 Days	5	320	Managers/Concerned Officers of Branches
61	উদ্ভাবন ও সেবা সহজীকরণ (Evening)			1 Day	5	320	Managers/Concerned Officers of Branches

62	সেবা প্রদান প্রতিশ্রুতি (Evening) -New	Virtual	1 Day	4	320	Managers/Concerned Officers of Branches
63	Gender Equality (Evening)		2 Days	10	640	Managers/Officers
64	National Integrity Strategy (Evening)		2 Days	10	640	Managers/Officers of Branches
65	Annual Performance Agreement Reporting (APA) -New		1 Day	2	160	GMs,DGMs and AGMs and managers of corporate branches
66	Annual Closing	Virtual Training	1 Day	1	1000	Concerned Officers of Br/AO/DO
67	আসল ব্যাংক নোট চেনার উপায়		1 Day	10	640	Cash Officers of Branch Level
68	Compliance of Audit Objections (Internal & External)		1 Day	4	240	Managers/Concerned Officers of Branches
69	Government Transactions under Treasury Rules & Subsidiary Rules- Evening		2 Days	8	480	Managers/Concerned Officers of Branches
70	Cash Management Policy in JBL- New		1 Day	8	480	Cash Officers / Managers of Branch Level
71	e-learning ICT Security & Fraud Prevention as per ICT policies, Circulars and BB Guideline		1 Day	5	1000	Managers/Officers
	Grand Total for JBSC, JBRSC's, ICT-System & ICT-Operation			435	17810	