

Training Plan- 2023

Janata Bank Staff College, Dhaka

Training Courses of JBSC-Dhaka, JBRSC-Rajshahi, Cumilla, Chattogram, Khulna for the year 2023

SL	Course Title		Duration	Total No. of Courses	Targeted No. of Participants	Level of Participants
1	Foundation Course for Officers	In person Training	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 AD Branches (Priority to New Officers)
5	General Credit		6 Days	10	300	Managers/Credit Officers of Branches. Officers of DO/ AO/ different Credit departt.
6	Banking Laws and regulations		6 Days	3	125	Managers/Concerned Officers of Branches. Officers of different department ,HO.
7	Audit and Inspection in Banks		5 Days	1	50	Officers/ auditors of Audit & inspection departments of HO/DO/AO
8	Audit and Inspection in Banks		2 Days	2	50	Officers/ auditors of Audit & inspection departments of HO/DO/AO/Corp. 1 .
9	Faculty Development Course		5 Days	1	35	Executives & Faculty Members of JBSC & JBRSC's
10	Customer Service and Customer Complaint Management		2 Days	10	310	Managers/Officers of Branches
11	Internal Credit Risk Rating System (ICRRS)		1 Day	3	125	Managers/Officers of Branches
12	Preparation of Credit Proposals		2 Days	4	160	Officers from HO/DO/AO/Branches
13	Agriculture & Rural Credit		2 Days	10	290	Branch managers / Concerned Officers from HO/DO/AO/Branches
14	Documentation of Loans & Advances		2 Days	11	340	Managers/Credit Officers of Branches/DO/AO/Credit Division of HO
15	Artho Rin Adalat Ain-2003 & Management of Court Cases		2 Days	7	235	Managers/Credit Officers of Branches
16	Loan Classification and Provisioning		1 Day	12	365	Managers/Credit Officers of Branches /Special Assets Mgt Division, HO
17	CMSME Financing		2 Days	12	365	Managers/Credit Officers of Branches/DO/AO/Credit Division of HO
18	Refreshers' Course on Import & Export Finance		2 Days	2	50	Managers/Concerned Officers of AD Branches/FTD, HO/FEAID
19	Departmental Enquiry		2 Days	2	50	Audit Officers of H/O, D/O & A/O
20	Prevention of Fraud, Forgery & Malpractices in Banks		2 Days	11	335	Managers/Concerned Officers of Branches
21	Government Transactions under Treasury Rules & Subsidiary Rules	1 Day	4	200	Managers/Officers	
22	Asset Liability Risk Management for Executives	In person Training	1 Day	1	50	In charge of all DO/AO/all corpoate branches
23	Fourth Industrial Revolution for Executives		1 Day	1	50	Executives of JBL
24	Asset Liability Risk Management		1 Day	1	50	Managers/Concerned Officers of Branches
25	Financing Women Entrepreneurs		1 Day	6	200	Managers/Concerned Officers of Branches
26	Cash Management Policy in JBL		1 Day	12	360	Managers/Concerned Officers of Branches
27	Awareness program on AML & CFT		1 Day	10	300	Managers/Concerned Officers of Branches
28	Trade Based Money Laundering		1 Day	2	100	Managers/Concerned Officers of Branches
29	Preparation of Standard Board Memo		1 Day	1	50	Executives /Officers of L/O, H/O, Bhaban/Division/Area Office
30	Foreign Remittance Payment System		1 Day	12	400	Managers/Concerned Officers of Branches
31	Compliance of Audit Objections (Internal & External)		1 Day	2	100	Managers/Concerned Officers of Branches
32	Credit Risk Management		1 Day	9	275	Managers/Concerned Officers of Branches
33	Internal Control & Compliance Risk Management		1 Day	9	275	Managers/Concerned Officers of Branches
34	Integrated Supervision System (ISS) Reporting		1 Day	9	275	Managers/Officers of Branches
35	Credit Recovery Strategies		2 Days	12	365	Managers/Officers of Branches
36	How to make Loss and Marginal branches into sustainable profit-making branches		1 Day	4	160	Managers of Branches
37	Bank Guarantee - New		1 Day	1	50	Managers/Officers of Branches
38	আসল ব্যাংক নোট চেনার উপায়		1 Day	10	300	Cash Officers of Branch Level
39	Workshop on ICT Security Awareness and Fraud Prevention		1 Day	6	120	Personnel from HO/DO/AO/Branch Officers/Staff College

40	Workshop on ICT Security Awareness and Fraud Prevention	virtual	1 Day	10	500	Personnel from HO/DO/AO/Branch Officers/Staff College
41	Workshop on ICT Security Awareness and Fraud Prevention for Executive's (Evening)		2 Days	2	40	Executives (Dhaka Based)
42	Workshop on PMIS		1 Day	14	330	Personnel from HO/DO/AO/Branch Officers/Staff College
43	Workshop on JBOne		1 Day	14	330	Personnel from DO/Area/Branch Officers
44	Workshop on JB Online Solution		1 Day	12	280	Personnel from DO/Area/Branch Officers
45	Workshop on eJanata (Internet Banking)		1 Day	24	570	Personnel from DO/Area/Branch Officers
46	Workshop on E-Nothi		1 Day	2	40	Personnel from DO/Area/Branch Officers
47	Users Training on T24 R09 Version CBS for General Banking		5 Days	12	360	SPO/PO/SO/Officers
48	Users Training on T24 CBS for Trade Finance (Import, Export, Guarantee and Back-to-back)		3 Days	1	30	SPO/PO/SO/Officers
49	Users Training on T24 CBS for Foreign Remittance		3 Days	1	30	SPO/PO/SO/Officers
50	Training on T24 CBS for Auditors		3 Days	3	90	SPO/PO/SO/Officers
51	Workshop on CBS, ICT Policies and Cyber Security Awareness		1 Day	19	950	Managers
52	Training on T24 CBS and Security Awareness for Executives		2 Days	3	90	Executives
53	Advanced Network and Security Training for IT-Official		2 Days	12	360	IT Personnel
54	Fundamental Training on Network Management		2 DAYS	16	480	Non IT Personnel
55	Users Training on T24 R21 Version For General Banking		04 Days	23	690	SPO/PO/SO/Officers
56	Users Training on T24 R21 Version For Credit		03 days	20	600	SPO/PO/SO/Officers
57	Users Training on T24 R21 Version For Trade Finance		02 days	2	60	SPO/PO/SO/Officers
58	Users Training on T24 R21 Version For Head office Treasury		02 days	2	60	HO,DO,AO
59	Training Of Trainers (TOT) For General Bank		04 days	2	40	SPO/PO/SO/Officers
60	Training Of Trainers (TOT) For Credit		03 days	1	20	HO,DO,AO
61	Workshop on Borrower Database Module in T24		1 Day	31	930	SPO/PO/SO/Officers
62	Workshop on BACH, BEFTN, RTGS & CBS integration		1 Day	31	930	SPO/PO/SO/Officers
63	Workshop on Audit Trail in T24 and advanced Security		1 Day	31	930	SPO/PO/SO/Officers
64	NPL Management		1 Day	4	320	Managers/Officers of Branches
65	Green Banking & Sustainable Financing		1 Day	4	280	Managers/Concerned Officers of Branches
66	ই-গভর্নেন্স ও উদ্ভাবণ (Evening) -New		2 Days	4	320	Managers/Concerned Officers of Branches
67	সেবা প্রদান প্রতিশ্রুতি (Evening)		1 Day	5	400	Managers/Concerned Officers of Branches
68	Fourth Industrial Revolution (4IR)		1 Day	2	160	Officers of JBL
69	Gender Equality (Evening)		2 Days	6	400	Managers/Officers
70	National Integrity Strategy (Evening)		2 Days	5	320	Managers/Officers of Branches
71	Janata Bank Limited Service Rules 2020 and Pension Rules		1 Day	2	160	Managers/Officers of Branches
72	Annual Closing		1 Day	1	1000	Concerned Officers of Br/AO/DO
73	Right to Information Act -2009	1 Day	4	320	Managers/Concerned Officers of Branches	
74	Elearning ICT Security & Fraud Prevention as per ICT policies, Circulars and BB Guideline	1 Day	5	750	Managers/Concerned Officers of Branches	
	Grand Total for JBSC & JBRSC's, IT-System & IT-Operation			561	20735	