



# Programme on Treasury Back Office Operations

(Focus: Valuation, Accounting, Documentation and Compliance)

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November 20 – 25, 2018

*Coordinators*  
**Dr S V Kuvalekar**  
**Dr Gargi Sanati**



**National Institute of  
Bank Management  
Pune, India**

# Programme on Treasury Back Office Operations

(Focus: Valuation, Accounting, Documentation and Compliance)

## Background

The integrated treasury function in banks and financial institutions has grown manifold and become complex to organize and manage. Further, because of increasing business competition and expectations from the shareholders, banks and financial institutions are under pressure to improve their bottomline performance. In this context, treasury managers have to play a significant role in improving the overall financial performance of their organizations through efficient management of treasury operations. Back office plays a significant role in the overall treasury operations. This programme will help executives in the Back office of the treasury department to improve their skill and knowledge which are necessary to manage such operations more efficiently and effectively.

## Methodology

In addition to classroom lectures, a few case studies and exercises will be used in the programme in order to get insight into the operations of the back office of an integrated treasury department. During the programme, classroom sessions will be supplemented by computer lab sessions. Besides this, group discussion and presentations will be an integral part of the programme methodology so as to ensure active participation of the participants.

## Participation

- New officers who have just joined the treasury department;
- Executives in the middle management cadre (Scales II and III) from public and private sector banks as well as foreign banks, working in the back office of the treasury department;
- Executives engaged in similar functions in the financial institutions, investment institutions, state finance corporations, non-banking finance companies and housing finance companies;
- Executives from the Reserve Bank of India (RBI), SEBI and Clearing Corporation of India Ltd. (CCIL) and FIMMDA.

## Objectives

- To enhance the requisite knowledge and professional skills of treasury managers working in the treasury department.
- To analyse the changing role of integrated back office in the treasury department of banks and financial institutions in a complex market environment.
- To examine how to improve back office operations.

## Content

All the relevant topics related to back office operations will be covered in the programme. The main topics that will be discussed day-wise are:

**Day 1** : Overviews of Treasury Set-up, Structure of Money and Securities Markets and Domestic back Office Operations

**Day 2** : Structure of Forex Market, Deals and Forex Back Office Operations.

**Day 3** : Composition of Investment Portfolio, Valuation of financial instruments, Valuation of Trading Book and provisioning.

**Day 4** : Operations in Money, Securities and Forex Markets, Settlement System

**Day 5** : Accounting of Treasury operations under IFRS and Hedge Accounting.

**Day 6** : Legal, Tax Issues, Documentation and Compliances

**Note:** In consultation with programme participants minor changes will be made in programme contents.

## Faculty

In addition to NIBM faculty, experts from the banking industry and professionals will be invited as guest faculty.

## Dates

November 20 – 25, 2018

The programme will commence at 9.15 am on November 20 and will conclude by 1.15 pm on November 25, 2018.

## Venue

NIBM Campus, Kondhwe Khurd  
Pune, India.

## Accommodation

The programme is fully residential. Participants will be provided well-furnished single room AC accommodation in the Institute's hostel complex on the campus. However, they will not be permitted to bring their family members to stay on the campus. In case any Officer/Executive with physical/medical disability is being nominated, kindly inform us in advance with particulars of disability to facilitate necessary arrangements.

The Institute has facilities for outdoor and indoor games and a large walking/jogging trail for physical fitness besides a yoga centre. Participants are therefore encouraged to bring appropriate clothes/ gear.

## Programme Coordinators

Dr S V Kuvalekar  
Associate Professor &  
Associate Dean (Training)

Dr Gargi Sanati  
Assistant Professor

## Last Date for Receiving Nominations:

November 10, 2018

## Last Date for Availing Early Bird Incentive of 5%:

November 5, 2018

(See fee structure on  
home page of the website)

## Nominations and Enquiries

Please address your enquiries and  
nominations to:

Dr S V Kuvalekar

Dr Gargi Sanati

Programme Coordinators

National Institute of Bank Management

NIBM Post Office, Kondhwe Khurd

Pune 411 048 India

Tel. : 0091-20-26716000 (EPABX)  
26716305/26716328 (Direct)

Fax : 0091-20-26834478

E-mail : svk@nibmindia.org  
gargi@nibmindia.org

Website : www.nibmindia.org

## Programme Fee (per participant)

US \$ 2400 for foreign participant

(See fee structure on home page of the website for incentive)

	Fee	GST	Fee+GST	TDS
Member Banks :	50400	9072	59472	5040
Non-Member Banks :	58800	10584	69384	5880

The fee includes the cost of tuition, board and lodging facilities, teaching material, etc. (Goods and Services Tax (GST) @ 18% and TDS @ 10%. Kindly send the TDS Certificate on priority to NIBM).

## Mode of Payment for Indian Participants

- The fee may preferably be transferred by RTGS/NEFT/ECS to our A/c No. 20002400021 with Bank of Maharashtra, NIBM Branch, Pune (IFSC Code MAHB0001124). NIBM PAN No. AAATN0040P and GSTIN No. 27AAATN0040P1ZJ.
- National Institute of Bank Management  
NIBM Post Office, Kondhwe Khurd, Pune 411 048, INDIA.

## Mode of Payment for Foreign Participants

### Mode of Remittance: SWIFT\*

1. Name & Address of our Bankers : Oriental Bank of Commerce  
C-2, Shop No. 4-5, Bramha Estate  
Kondhwe Khurd, Pune 411 048  
Maharashtra, India
2. Name of the Account : National Institute of Bank Management
3. NIBM's Bank Account No.  
with Oriental Bank of Commerce : Current A/C 11281131004402
4. Bank's Swift Code : ORBCINBBFCP
5. Oriental Bank of Commerce A/c No.  
with Correspondent Bank : 36152559
6. Preferred currency : USD
7. Correspondent Bank : CITIBANK N.A.
8. Swift code for Citi Bank : CITIUS33

**\* The Foreign Bank  
Charges/ SWIFT  
charges/Commission  
is to be borne by the  
remitter. The fees  
mentioned in the  
invoice/brochure is to  
be paid to NIBM, net  
of all bank charges.**

**\*Payments will be accepted only through electronic mode.  
Cheques/DDs/Pay Orders will not be accepted.**

- **For all electronic remittances, kindly send a confirmatory e-mail at: [accounts@nibmindia.org](mailto:accounts@nibmindia.org) giving details of the remitter and participant, name and dates of programme, etc.**

Please see programme fee structure on home page of the website for early bird incentive, incentives for SAARC and other developing countries, mode of remittance, Pune City route map and local conveyance.