

Programme on
**Treasury
Back Office
Operations**

November 14 – 19, 2017

Coordinators
Dr S V Kuvalekar
Dr Gargi Sanati



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

Programme on Treasury Back Office Operations

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. In this regard, Back Office plays a significant role in the overall treasury operations. Against this backdrop, the captioned programme is organised to 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.

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.

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.

Course Content

All the relevant topics related to back office operations will be covered in the programme. The main topics which 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 and

Day 5 : Accounting of Treasury operations under existing Accounting Practices as well as 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 content.*

Participation

- (a) New officers who have just joined the treasury department;**
- (b) 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;**
- (c) Executives engaged in similar functions in the financial institutions, investment institutions, state finance corporations, non-banking finance companies and housing finance companies;**
- (d) Executives from the Reserve Bank of India (RBI), SEBI and Clearing Corporation of India Ltd. (CCIL) and FIMMDA.**

Faculty

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

Dates

November 14 – 19, 2017

The programme will commence at 9.15 am on November 14 and will conclude by 1.15 pm on November 19, 2017.

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
(Finance Area Group)

Dr Gargi Sanati

Assistant Professor
(Money, International Banking and Finance
Area Group)

Last Date for Receiving Nominations:

November 4, 2017

Last Date for Availing Early Bird Incentive of 5%:

October 30, 2017

(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

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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	CGST	SGST	Fee+ CGST+SGST	TDS
Mem. Banks :	50400	4536	4536	59472	5040
Non-Mem. Banks :	58800	5292	5292	69384	5880

The fee includes the cost of tuition, board and lodging facilities, teaching material, etc. (Central Goods and Services Tax (CGST) @ 9%, State Goods and Services Tax (SGST) @ 9% 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. : **Current A/C 11281131004402**
with Oriental Bank of Commerce
4. Bank's Swift Code : **ORBCINBBFCP**
5. Oriental Bank of Commerce A/c No. : **36152559**
with Correspondent Bank
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 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.