

## FIRST NATIONAL INTERNAL AUDIT CONFERENCE OF BANKS AND FINANCIAL INSTITUTIONS

**Radisson Hotel, Kathmandu.**

**DATE:** 20th June, 2014

**OBJECTIVE:** Understanding of the difference between compliance based and risk based audit, features of risk based audit in Banks & Financial institutions and how to migrate from compliance based to Risk Based Audit. The program highlighted the issues of risk based audit vs compliance based audit, transition towards Risk Based Audit and Risk Based Supervision from Nepal Rastra Bank's Perspective.

**FACILITATOR:** Ms. Theresa Karunakaran, Former General Manager of Reserve Bank of India & Mr. Kiran Pandit, Nepal Rastra Bank, Expertise in Risk Based Supervision.

**PARTICIPANTS:** Over 80 participants were present at the conference from various BFI's and Audit Firms. The attendees were internal auditors, compliance officers, and risk managers of Banks & Financial Institutions from Ace Development Bank Ltd., Agricultural Development Bank Ltd., Bank Of Kathmandu Ltd., Biratlaxmi Bikas Bank Ltd., Business Universal Development Bank Ltd., Century Commercial Bank Ltd., Citizens Bank International Ltd., Civil Bank Ltd., Clean Energy Development Bank Ltd., Everest Bank Ltd., Global IME Bank Ltd., Grand Bank Nepal Ltd., Himalayan Bank Ltd., Infrastructure Development Bank Ltd., Janata Bank Nepal Ltd., Kailash Bikas Bank Ltd., KIST Bank Ltd., Kumari Bank Ltd. and CSC & Company.



## WORKSHOP ON DISHONOR OF CHEQUE-LAW & PRACTICE

**Hotel Himalaya, Kupondole.**

**DATE:** 6th June, 2014

**OBJECTIVE:** The program provides an insight on legal provision relating to "Dishonor of Cheque". The program covered the various aspects on Negotiable Instrument ACT, Banking Offense & Punishment Act, Chapter on Cheating of Code of the country (Muluki Ain) and Precedent.

**FACILITATOR:** Mr. Binaya Regmi, Banking Law Expert, Institutional Representatives

**PARTICIPANTS:** The program was targeted to the Judges, Public Prosecutors, Police Officers, Central Bank Representatives, CIAA Representatives, Head of Operations of BFI's, Legal Officers of BFI's and Branch Managers of BFI's. The participation were from banks and financial institutions, CIAA representatives, Central Bank Representatives, Nepal Bankers' Association, Appellate Court Bar Association (ACBA), Central Investigation Bureau, Nepal Police, Supreme Court Bar, Ministry of Finance and others.



NATIONAL BANKING INSTITUTE  
"The Banking Academy of Nepal"

## NBI BOARD

### Mr. Sashin Joshi

Chairman  
CEO, NIC Asia Bank Ltd.

### Dr. Binod Atreya

Member  
Act. Executive Director, NRB.

### Mr. Shovan D. Pant

Member  
CEO, Lumbini Bank Ltd.

### Mr. AK Ahluwalia

Member  
CEO, Everest Bank Ltd.

## Industry outlook

With yet another year-end behind us the industry is looking forward to more challenge and opportunity in 2071/2072. There are hosts of challenge ahead of us including surplus liquidity putting pressure on our operating costs. With full budget in place and expectation of timely execution and in absence of new investment areas, it seems liquidity surplus is going to stay here for some more months.

## Regulations

Regulations are getting tighter in line with global trend that followed world financial crisis and global meltdown. While in BASEL 1+ we are already discussing jump to BASEL-III. The added regulations and compliance will mean increased cost of operation.

## Where is the opportunity?

Its time for BFIs to start thinking of both scale-up as well as scale-down to cash on available opportunities or in cases create new opportunities. The existing capital size may limit scale-up however with bit of creativity and innovation in product and process there may be good opportunity in scale-down particularly between middle and lower bottom. The huge gap of financial need exist at this particular point from our opinion.

## Our Progress

At the institute side we have had a great year. We broke all our past record in hosting programs and reaching out. In total we delivered 213 programs nation wide reaching out to more than 6000 banking professionals in one single year. Our reach to out of valley was equally impressive with 60 programs conducted from Birtamod to Mahendra Nagar.

## Offer at NBI

Finally, we are offering a not to be missed opportunity to BFI's with 50% discount in all our calendar programs and up to 10 lakh worth of free in-house program on a matching basis. The information has already been sent to all BFIs nationwide so grab the opportunity earliest possible.

Thank you for your overwhelming support and we look forward to welcome you in our programs.

Warm Regards,  
**Sanjib Subba**  
Chief Executive Officer



“The illiterate of the 21st century will not be those who cannot read and write, but those who cannot learn, unlearn, and relearn.”  
— Alvin Toffler



## STRATEGIC NETWORKING & RELATIONSHIP MANAGEMENT

**Hotel Soaltee Crowne Plaza, Kathmandu**

**DATE:** 17th April, 2014

**OBJECTIVE:** To internalize the networking techniques required for maximum gains, focus on relationship building & know the importance of networking as well as appreciate & implement the best strategies & techniques for networking.

**FACILITATOR:** Mr. Praksah Rohera

**PARTICIPANTS:** Strategic Networking & Relationship Management concluded its session at Hotel Soaltee, Kathmandu with 25 participants from Bank of Kathmandu Ltd, NMB Bank Ltd, Nepal Investment Bank Ltd, Everest Bank Ltd, Jyoti Bikas Bank Ltd, Lumbini Bank Ltd, Clean Energy Development Bank Ltd, Laxmi Bank Ltd, Nabil Investment Bank Ltd and Sana Kisan Bikas Bank Ltd.



## OPERATIONAL RISK MANAGEMENT

**NBI Training Hall, Kathmandu & Dhulikhel Hotel and Resort, Dhulikhel**

**DATE:** 23rd to 25th April, 2014 (Kathmandu)

10th May, 2014 (Dhulikhel)

18th to 20th June, 2014 (Kathmandu)

**OBJECTIVE:** Clear understanding on operational risk & its control, knowledge in making aware with Sources of Operational Risk, Managing Operational Risk, Reporting Risk Events and Developing Operational Risk Awareness Culture. **FACILITATOR:** Mr. Purna Man Napit, Mr. Dirgha Rawal & Mr. Narayan Bhuj

**PARTICIPANTS:** 3 batches of program was conducted on Operation Risk management in Kathmandu (2 batches) & Dhulikhel (1 batch) for the employees of Himalayan Bank Ltd, Laxmi Bank Ltd, Lumbini Bank Ltd, Nepal Investment Bank Ltd, NMB Bank Ltd, Sana Kisan Bikas Bank Ltd., Araniko Development Bank Ltd, Country Development Bank Ltd, Himalayan Bank Ltd, Laxmi Bank Ltd, Machhapuchhre Bank Ltd, Nepal SBI Bank Ltd, Professional Diyalo Bikash Bank Ltd., Bank Of Kathmandu Ltd., Civil Bank Ltd., Janata Bank Nepal Ltd. & NIC Asia Bank Ltd.



## CORE MICROSOFT EXCEL 2007-2010 ADVANCED TRAINING

**NBI Training Hall, Kathmandu**

**DATE:** 22nd to 30th April, 2014

**OBJECTIVE:** The unique training covers the beginners-intermediate. Topics that are filled with Excel Templates, real-life Excel problems and practice exercises and auto-scrolling in-built E-book. This is our Do it Yourself (DIY) style Excel practice program. **FACILITATOR:** Mr. Ranjan Poudel  
**PARTICIPANTS:** 8 mornings of Advanced Excel training was delivered to participants of Bank of Kathmandu Ltd, KIST Bank Ltd, Nabil Investment Bank Ltd, NDEP Development Bank Ltd, Nepal Investment Bank Ltd, NMB Capital Ltd as well as in-house staff of NBI. The target audiences were banking, accounting and finance professionals.



## TALK PROGRAM ON 'THE SEVEN SUMMIT WOMEN TEAM'

**NBI Training Hall, Kathmandu**

**DATE:** 2nd May, 2014

**Details:** A group of first women team climbers from "Seven Summits Women Team", delivered inspirational platform sharing their lessons and experiences of their journey from Mt. Everest summit to Andes climbing the highest mountain in each continent. The climbers were experienced speakers who have delivered inspirational platforms through their sharing of the lessons and experience at local and at international platforms like The World Bank, International Convention of Lions Club, George Washington University, Brazil Association of Tour Operators and more. The objective of the program was to decode the secrets of team-building, managing high performance team, taste of failure and achieving epic goals. The session was shared with participants from corporate world namely NMB Bank Ltd, Lumbini Bank Ltd, KIST Bank Ltd, Sunrise Bank Ltd, Bank of Kathmandu Ltd.

**7** Summits  
**3** Causes  
**1** Goal

**EDUCATION  
EMPOWERMENT  
ENVIRONMENT**



## ADVANCED TREASURY

**NBI Training Hall, Kathmandu**

**DATE:** 3rd & 4th May, 2014

**OBJECTIVE:** To understand the fundamentals of the foreign exchange market and fundamentals of asset-liability management for banks.

**FACILITATOR:** Ms. Tarini Vaidya, Double-Edge Executive Development, India.

**PARTICIPANTS:** Bankers working in Treasury Front Office, Operations (Back Office), Mid Office and ALM, Internal Audit, Relationship Managers attending this session on Advanced Treasury from Commercial & Development Bank namely, Agricultural Development Bank Ltd., Apex Development Bank Ltd., Bank Of Kathmandu Ltd., Citizens Bank International Ltd., Grand Bank Nepal Ltd., Himalayan Bank Ltd., Janata Bank Nepal Ltd., Kumari Bank Ltd. Laxmi Bank Ltd. Lumbini Bank Ltd. Machhapuchchhre Bank Ltd., Mega Bank Ltd., Nabil Bank Ltd., NCC Bank Ltd., Nepal Bangladesh Bank Ltd., Nepal Bank Ltd., Nepal Investment Bank Ltd., NIC Asia Bank Ltd., Sanima Bank Ltd., Siddhartha Bank Ltd. & Laxmi Bank Ltd.



## CREDIT APPRAISAL COURSE

**NBI Training Hall, Kathmandu**

**DATE:** 4th to 9th May, 2014

**OBJECTIVE:** Create a solid base for a better future in Credit Department. Understand Credit Appraisal comprehensively & be able to use the knowledge and skills immediately.

**FACILITATOR:** Mr. Parshuram K. Chhetri

**PARTICIPANTS:** The program was very useful to the beginners in credit department. Overall the training was very much relevant and useful to the responsibility assigned at workplace. The participants were from Ace Development Bank Ltd., Everest Bank Ltd., Janata Bank Nepal Ltd., Kumari Bank Ltd., Laxmi Bank Ltd. and Mega Bank Nepal Ltd.

“Credit is a system whereby a person who can't pay, gets another person who can't pay, to guarantee that he can pay.”

— Charles Dickens  
Little Dorrit



## COMPLETE TELLER SOLUTIONS

NBI Training Hall, Kathmandu

### Batch 1

**DATE:** 13th to 16th May, 2014

**FACILITATOR:** Mr. Ajit Bhattarai

**PARTICIPANTS:** Staff working in the Teller & aspiring to join Teller/ Cash attended this program.

Participants from NMB Bank Ltd, Siddhartha Development Bank Ltd, Bank of Kathmandu Ltd & Janata Bank Nepal Ltd were benefited in developing their conceptual skills regarding cash management.

### Batch 2

**DATE:** 25th to 27th June, 2014

**FACILITATOR:** Mr. Pankaj Pant

**PARTICIPANTS:** 3 morning session program was conducted for the staff working in teller & aspiring to join teller/ cash from Bank Of Kathmandu Ltd., Janata Bank Nepal Ltd. NCC Bank Ltd. and Nepal Investment Bank Ltd.

**OBJECTIVE:** The major aim of this training was to make the participants aware about different aspects of Cash Management and enable them to conduct their day to day operations independently.



## BUSINESS COMMUNICATION

### Batch 1

**DATE:** 4th to 14th May, 2014

### Batch 2

**DATE:** 25th May to 4th June, 2014

**OBJECTIVE:** To aid the business in being well-organized and dealing with problems, inquiry or a sales letter to be attended properly & promptly & increasing participant's knowledge regarding how to communicate effectively both orally and in writing.

**FACILITATOR:** Mr. Niladri Sekhar Parial

**PARTICIPANTS:** 2 batches of program were conducted for altogether 26 participants from Lumbini Bank Ltd., NIC Asia Bank Ltd. Himalayan Bank, Nepal Investment Bank, Sunrise Bank, & Sana Kisan Bikas Bank. Where they trainees were focused on developing the soft skill related to Business Communication tactics.



“Effective communication is 20% about what you know and 80% how you feel about what you know  
— Jim Rohn”



## CUSTOMER RELATIONSHIP MANAGEMENT

**Mirable Resort, Dhulikhel.**

**DATE:** 29th May, 2014

**OBJECTIVE:** To provide knowledge about importance of the customer, expectations of the customer and motivate staff for better performance in customer dealing.

**FACILITATOR:** Ms. Euden Koirala.

**PARTICIPANTS:** Altogether 19 participants gathered together to understand about customer services and challenges they faces. The program was attended by lower and middle level staff from the customer service department of Nepal Investment Bank Ltd., Himalayan Bank Ltd. and Agricultural Development Bank Ltd.



## INVESTMENT BANKING - FUNDAMENTAL ANALYSIS & TECHNICAL ANALYSIS

**NBI Training Hall, Kathmandu.**

**DATE:** 29th to 31st May, 2014

**Details:** The program focused on fundamental analysis and technical analysis of Investment Banking. It was conducted by BSE (Bombay Stock Exchange) Institute Ltd. (BIL) Mumbai, which is a wholly owned subsidiary of BSE Ltd. BIL inherits from BSE the knowledge and insights into the capital markets industry, garnered over the past 135 years.

**FACILITATOR:** Mr. Sanjay Ved & Mr. Rakesh Nair.

**PARTICIPANTS:** The program was targeted to the investment bankers, treasury dept. from the investment companies and commercial banks. The program was attended by participants from Himalayan Bank, Nabil Bank, Siddhartha Bank, Ixmi capital market Ltd, Siddhartha Capital Ltd, NMB capital Ltd, NIBL capital Ltd and Growmore Merchant Banker Limited.



## ACCELERATING EXCELLENCE

**Hotel De L' Annapurna, Kathmandu.**

**DATE:** 5th June, 2014

**Details:** Accelerating Excellence is an inspirational learning session which is designed to catalyze organization wide incremental growth. This workshop aimed at increasing understanding of the 'mental' roadblocks that hinders growth and excellence and tools to help realize their true potential.

**FACILITATOR:** Mr. Simerjeet Singh, an International Leadership and Motivational Speaker, Cutting Edge Learning System, India

**DETAILS:** A half day program named "Accelerating Excellence" was conducted for Banks and Financial Institutions and corporate houses of Kathmandu for the aspiring and existing leaders of the industry with the participation of over 100 aspiring leaders of the industry. His experience of building & leading teams from over 40 different nationalities enable him to bring practical, simple and powerful leadership, team building and change management lessons to the training room.



## SUCCEEDING IN AN EVER CHANGING WORLD

**Hotel De L' Annapurna, Kathmandu.**

**DATE:** 5th June, 2014

**OBJECTIVE:** To acquaint the young MBA students with the skills, attitude, beliefs and personality required to succeed in today's world to facilitate their quest to achieve their highest potential.

**FACILITATOR:** Mr. Simerjeet Singh, an International Leadership and Motivational Speaker, Cutting Edge Learning System, India

**DETAILS:** As a part of corporate social responsibility, the program was a unique opportunity to inspire the students of various colleges. Altogether 85 participants from different colleges attended this program. It included Masters and Bachelor level students from KFA, KUSOM, King's College, Apex College, Ace Institute of Management and Thames College. The Management students were delivered an hour inspirational talk program to enrich the students with the experience sharing of building and leading teams.





## TALK PROGRAM ON CONTEMPORARY HR ISSUES

**NBI Training Hall, Kathmandu.**

**DATE:** 6th June, 2014

**OBJECTIVE:** To discuss the up-to-date overview and analysis of the diverse and complex range of issues confronting the field of human resource management & to emphasized on the international perspectives of principles to emerging themes that exemplify the dynamic working environment confronting organizations today.

**FACILITATOR:** Mr. Dominic White, Regional Head, HR for South Asia, Standard Chartered, Singapore

**PARTICIPANTS:** The program was attended by the HR personals from numerous organizations namely Nabil Bank Ltd., KIST Bank Ltd., Sanima Bank Ltd., Kailash Bikas bank Ltd., Machhapuchchhre Bank Ltd., NMB Bank Ltd., Nepal Bank Ltd., Himalayan bank Ltd., Laxmi Bank Ltd., Sunrise Bank Ltd., Tourism Development Bank Ltd., Clean Energy Development Bank Ltd., Nepal SBI Bank Ltd., Janata Bank Nepal Ltd., Everest Bank Ltd., Kumari Bank Ltd., Prime Commercial Bank Ltd., HR Society Nepal, Amravati Company and Sanima Bank Ltd. The HR personals also actively participated in the program highlighting the challenges of HR professionals who are increasingly expected to provide leadership in the management of employees as a key source of organizational competitive advantage.



## TALK PROGRAM ON PERFORMANCE MANAGEMENT

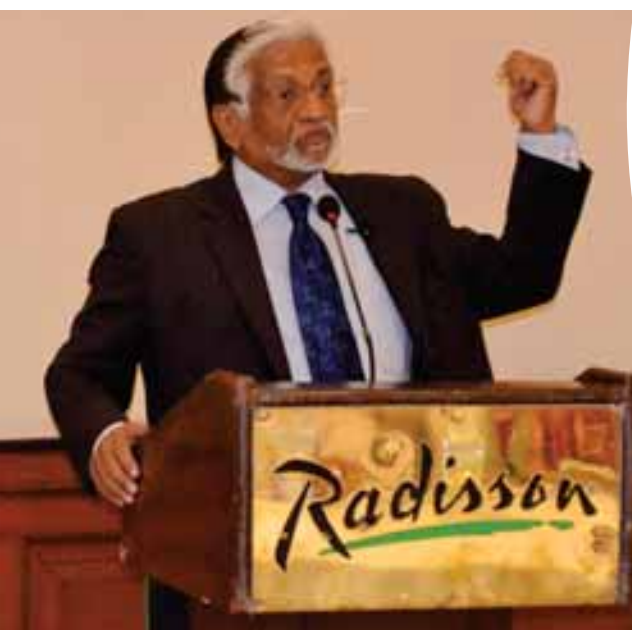
**Radisson Hotel, Kathmandu.**

**DATE:** 11th June, 2014

**OBJECTIVE:** To provide an insight on the importance of performance management. Performance being a continuous process involves managers and employees in the identification and evaluation of key job performance objectives and competencies that contribute to the achievement of organizational goals.

**FACILITATOR:** Dr. Aquil Busrai, HR Head IBM/SHELL, Past president of Indian HRD Network, India

**PARTICIPANTS:** The HR professionals from Bank Of Kathmandu Ltd., Citizens Bank International Ltd., Civil Bank Ltd., Clean Energy Development Bank Ltd., Everest Bank Ltd., Growth Seller, Himalayan Bank Ltd., Kailash Bikas Bank Ltd., KIST Bank Ltd., Kumari Bank Ltd., Laxmi Bank Ltd., Machhapuchchhre Bank Ltd., MeroJob.com, Nepal Bank Ltd., NMB Bank Ltd., Sanima Bank Ltd., Siddhartha Bank Ltd., Standard Chartered Bank Nepal Ltd., Sunrise Bank Ltd., Tourism Development Bank Ltd., Janata Bank Nepal Ltd. and NIC Asia Bank Ltd. attended the session.



“Your biggest enemy is  
the unknown and assumptions.  
— LTG Christianson”

## LEADING TO WIN

**In- House for Agricultural Development Bank Ltd.**

**Hotel Soaltee, Kathmandu**

**DATE:** 16th April, 2014

**OBJECTIVE:** To appreciate that a stronger self makes stronger leader by exuding a Passion to Lead, gain insight into ones individual management and leadership style, view change as an opportunity for growth and advancement.

**FACILITATOR:** Mr. Prakash Rohera, renowned International Trainer and Speaker, The Redwood Edge, India

**PARTICIPANTS:** 42 Senior Executives from Agricultural Development Bank Ltd. participated in the program to recognize ones style of interaction and capitalize on ones strengths, improve team performance by establishing an environment of trust and mutual support, where every Team Member displays the Power of Working together as ONE. Overall the training was well received and acknowledged by the attendees.



## CONNECT TO CONQUER

**In-House for Global IME Bank Ltd., Hotel Radisson, Kathmandu**

**DATE:** 18th April, 2014

**OBJECTIVE:** To approach people problems with increased confidence & an enhanced understanding of the reasons behind their behavior, be persuasive while handling Crucial Conversations and establish the best ways to communicate, to foster enhanced and positive relationships joining hands with each other.

**FACILITATOR:** Mr. Prakash Rohera, renowned International Trainer and Speaker, The Redwood Edge, India

**PARTICIPANTS:** After the merger of Global IME Bank with Commerz & Trust Bank Ltd. the two different cultures also came together to be one. The program was attended by 44 participants where executives of the organization were facilitated to improve team performance by establishing an environment of trust and mutual support, where every Team Member displays the Power of Working together as ONE.



## CUSTOMER RELATIONSHIP MANAGEMENT

**In-House for Agricultural Development Bank Ltd. & Sunrise Bank Ltd.**

**NBI Training Hall, Kathmandu.**

**Batch 1 DATE:** 25th April, 2014 (In-House for Agricultural Development Bank Ltd.)

**Batch 2 DATE:** 14th May, 2014 (In-House for Sunrise Bank Ltd.)

**OBJECTIVE:** To provide knowledge about importance of the customer, familiarize the expectations of the customer and motivate staffs for better performance in customer dealing.

**FACILITATOR:** Ms. Euden Koirala

**PARTICIPANTS:** Two batches of customized program were conducted for ADBL & Sunrise Bank in Kathmandu. Lower to middle level branch staff gathered to take away soft skill program on Customer Relationship Management through Lecture, Discussions/interactions & case-studies on challenges faced by customer service providers together with the factors contributing to the good customer service.



## PERSONAL CHANGE & TRANSFORMATION FOR DRIVERS & MESSENGERS

**In-House for Nepal SBI Bank Ltd. & Nepal Bangladesh Bank Ltd.**

**NBI Training Hall, Kathmandu**

**DATE:** 19th April, 2014 (Nepal SBI Bank Ltd.)

1st May, 2014 (Nepal Bangladesh Bank Ltd.)

**OBJECTIVE:** To analyze the reasons why people work and recognize the implications for motivation and performance in the work place, recognize the symptoms, improve self motivation and identify their role in the work place.

**FACILITATOR:** Mr. Bikal Prasad Sherchan & Ms. Usha Malla Singh

**PARTICIPANTS:** A one day soft skill session was conducted directed to motivate a different set of audience who were messengers and drivers equally working as a part of the workforce. The main intend of the program was to get motivated, understand about attitude needed towards work, cope up with individual differences and also know their self-image & behavior.





## ANTI MONEY LAUNDERING/COMBATING FINANCIAL TERRORISM (AML/CFT)

**In-House for Agricultural Development Bank Ltd.  
NBI Training Hall, Kathmandu.**

**DATE:** 2nd & 9th May, 2014

**OBJECTIVE:** Understanding about how minimum resources and staff can work on AML/CFT, how AML/CFT helps expand business, the individual and institutional roles in AML/CFT, linkage between Banking and AML/CFT measures and their inseparability, instruments that help assessing risk and focusing only on the high risk areas, the easy modality and benefits of applying AML/CFT (including KYC/CDD) with the institutions and many more.

**FACILITATOR:** Mr. Hari Nepal

**PARTICIPANTS:** Two batches of training program were conducted for altogether the 56 participants from Agricultural Development Bank Ltd.



## BANKING OPERATIONS

**Batch 1 DATE:** 11th to 13th May, 2014  
(In-House for Nabil Bank Ltd.)

**OBJECTIVE:** To equip participants with sound knowledge on banking operations. Upon the completion of the course the participants will gain knowledge and skills that are very essential to be efficient in their field of work.

**FACILITATOR:** Mr. Mukul Pradhan, Ms. Usha Malla Singh, Mr. Umang Junga Thapa, Mr. Ajit Bhattarai

**PARTICIPANTS:** Altogether 19 participants working in the teller, cash and remittance department attended the program where the attendees were enlightened with the basics of banking, account services, cash handling, remittance, bills, counterfeit & signature verification, customer handling and the qualities to be a banker.

**Batch 2 DATE:** 28th May to 7th June, 2014  
(In-House for Nepal Investment Bank Ltd.)

**OBJECTIVE:** The program covered the basics of banking covering the introduction, account service, teller function, remittance, counterfeit notes & signature verification, customer handling, qualities to be a banker, bills, NRB regulations and directives incorporated with practical and interactive sessions.

**FACILITATOR:** Mr. Pankaj Pant, Mr. Mukul Pradhan, Mr. Umang Jung Thapa, Mr. Dirgha Rawal, Ms. Euden Koirala

**PARTICIPANTS:** 11 morning session's program was conducted for the staff of NIBL from various branches inside the valley facilitated by the pool of experts.



## CORE MICROSOFT EXCEL 2007-2010 ADVANCED TRAINING Kathmandu.

**Batch 1 Date:** 4th to 12th May, 2014 (In-House for Nepal SBI Bank Ltd.)

**Batch 2 DATE:** 22nd & 23rd May, 2014 (In-House for Sipradi Trading)

**OBJECTIVE:** The training covers unique raining material from beginners –intermediate topics that are filled with Excel Template real- life excel problems and practice exercises and auto-scrolling in-built E-book. It is Do it yourself (DIY) style excel practice program. Soft copy Excel templates in the form of account positions; Excel macros, excel VBA Add-Ins.

**FACILITATOR:** Mr. Ranjan Poudel

**PARTICIPANTS:** Two batches of In-House program were conducted for Nepal SBI Bank & Sipradi Trading for 23 & 20 employees respectively.

## LEADER AS A COACH

**In-House for Machhapuchhre Bank Ltd, Kathmandu.**

**DATE:** 14th & 15th May, 2014

**OBJECTIVE:** To transform their own and staff's work to enable them to succeed in an increasingly complex marketplace and learn how to motivate and retain staff and manage difficult individuals.

**FACILITATOR:** Mr. Bikal Sherchan & Ms. Usha Malla Singh

**PARTICIPANTS:** Two batches of the same program were conducted for Machhapuchhre Bank for altogether 65 executives. Participants were able to learn leadership and coaching skills so that they can inspire, persuade their workforce or team members to perform at their peak levels also retaining substantial quality work.

## CREDIT APPRAISAL COURSE

**In-House for NMB Bank, Siddhartha Bank & NCC Bank  
NBI Training Hall, Kathmandu**

**DATE:** 11th & 16th May, 2014 (NMB Bank Ltd.)

20th & 24th May, 2014 (Siddhartha Bank Ltd.)

29th May to 1st June, 2014 (NCC Bank Ltd.)

**OBJECTIVE:** To create a solid base for a better future in Credit Department, Understand Credit Appraisal comprehensively, be able to use the knowledge and skills immediately & Work professionally.

**FACILITATOR:** Mr. Parshuram K. Chhetri

**PARTICIPANTS:** 3 batches of program on Credit Appraisal were conducted for NMB Bank, Siddhartha Bank and Nepal Credit & Commerce Bank Ltd. The program aimed to equip the staff with sound knowledge on banking operations. Upon the completion of the course the participants gained knowledge and skills that are very essential to be efficient in their field of work.

## HR Best Practices & Strategic Business Leadership

**In-House for Agricultural Development Bank Ltd.**

**NBI Training Hall, Kathmandu and Trade Tower Kathmandu.**

**DATE:** 15th & 16th May, 2014

**OBJECTIVE:** To provide an understanding of the effective HR Management Tools and techniques, motivation, efficiency & productivity enhance with the latest research and findings on HR best practices & to give a unique opportunity to get introduced into the understanding of "Strategy" and "Leadership".

**FACILITATOR:** Prof. Subash K.C. & Mr. Sujit Mundul

**PARTICIPANTS:** Altogether 28 senior level executives from Agricultural Development Bank Ltd. participated in the program conducted by Prof. Subash K.C. & Mr. Sujit Mundul with the experience sharing and practical activities from their field of expertise.

## ANTI MONEY LAUNDERING/KNOW YOUR CUSTOMER

**In-House for NIC Asia Bank Ltd., Trade Tower, Kathmandu**

**DATE:** 16th May, 2014

**OBJECTIVE:** To understand How is the money laundering done? Know your customer means and its opportunity. Tools and techniques of anti-money laundering. Customer Due Diligence and its meaning. Risk categorization of the customers. What are Suspicious / Unusual Transactions?

**FACILITATOR:** Mr. Hari Nepal

**PARTICIPANTS:** 19 participants from Participants gained extensive knowledge regarding basics & consequences of AML/KYC and strategies for combating money laundering.

## BASIC CREDIT COURSE

**(In-House for Bank of Kathmandu), NBI Training Hall, Kathmandu**

**DATE:** 18th May to 1st June, 2014

**OBJECTIVE:** Understanding the basic principles of credit risk management. Performing financial, management and business environment analysis to make sound lending decision.

**FACILITATOR:** Mr. Summed Bhattarai, Mr. Nirmal Dahal, Mr. Prashant Raj Dangol

**PARTICIPANTS:** The program was participated by the staffs that recently joined the credit department. It provided participants an excellent opportunity to learn the basics of credit and a good foundation to pursue credit as a career choice.

“Remember the difference between a boss and a leader; a boss says “GO”! A leader says, “Let's Go!””



“Ethics in business is extremely important; your reputation is all you have in life.”  
— Sir Freddie Laker



## CORPORATE GOVERNANCE

(In-House for NIC Asia Bank Ltd.), NIC ASIA Hall, KTM.

**DATE:** 22nd May, 2014

**OBJECTIVE:** To enhance transparency and transparency enhances accountability & trust among the major players within the governance framework.

**FACILITATOR:** Mr. Basudev Adhikari, NRB

**PARTICIPANTS:** Altogether 35 professionals from NIC Asia Bank participated in the program. The program highlighted the crucial & essential elements for the banking system as BFI's depends on Other Peoples Money.

## ONE TEAM WORKSHOP

(In-House for Global IME Bank Ltd.)

Hotel De L' Annapurna, Kathmandu.

**DATE:** 6th June, 2014

**OBJECTIVE:** To increase communication and effectiveness within the team or group so that it achieves its objectives, to explore and increase understanding of collective strengths and how to use these to best effect.

**FACILITATOR:** Mr. Simerjeet Singh, an International Leadership and Motivational Speaker, Cutting Edge Learning System, India

**PARTICIPANTS:** Altogether 31 executives from Global IME Bank from various branches participated in the workshop facilitated by Mr. Simerjeet Singh. The program was delivered with the spirit that the facilitator believed in that thinking proceeds action therefore we must come up with new ways of thinking if we are to achieve new result.

## ATM & CARDS OPERATIONS

(In-House for Prime Commercial Bank Ltd.)

NBI Training Hall, Kathmandu.

**DATE:** 7th June, 2014

**OBJECTIVE:** Gain extensive knowledge on Card Transactions Processing, ATM Operation & Handling, Good Practices, ATM Security, Nature of ATM Disputes & Frauds, Decline of ATM Transactions, Backend Transaction Processing, Card Networks etc

**FACILITATOR:** Mr. Ashis Kumar Sharma

**PARTICIPANTS:** 20 staff from various branches handling day to day ATM operations at branch level from Prime Commercial Bank participated in the program that covered the introduction to cards/ ATM transactions; know your ATM, security, dispute and grievances.

## OPERATIONAL RISK MANAGEMENT

(In-House for Nepal Bangladesh Bank Ltd.)

NBI Training Hall, Kathmandu

**DATE:** 13th & 14th June, 2014

**OBJECTIVE:** Clear understanding on operational risk and its control, knowledge in making aware with Sources of Operational Risk, Managing Operational Risk, Reporting Risk Events and Developing Operational Risk Awareness Culture.

**FACILITATOR:** Mr. Purna Man Napit, Mr. Dirgha Rawal & Mr. Narayan Bhaju

**PARTICIPANTS:** One & half day program was put together for the participants Nepal Bangladesh Bank.

## LEADERSHIP EXCELLENCE

**Hotel Barahi, Pokhara**

**DATE:** 15th April, 2014

**OBJECTIVE:** To appreciate that a stronger self makes a Stronger Leader and also to understand that Leaders are the drivers of Organizational Vision and Mission & to internalize the importance of highly engaged teams for maximizing Customer WOWs.

**FACILITATOR:** Mr. Prakash Rohera, Director, The Redwood Edge, India

**PARTICIPANTS:** Total of 19 participants from Agricultural Development Bank Ltd, Business Universal Development Bank Ltd, City Development Bank Ltd, Janata Bank Nepal Ltd, Laxmi Bank Ltd, Muktinath Bikas Bank Ltd, Nabil Bank Ltd, Nepal Bangladesh Bank Ltd, Nepal Investment Bank Ltd, Nepal SBI Bank Ltd, and NIC Asia Bank Ltd, Pokhara Finance and Sana Kisan Bikas Bank Ltd. were present in the program.



## COUNTERFEIT NOTES & SIGNATURE VERIFICATION

**DATE:** 19th April, 2014 (Pokhara)

3rd May, 2014 (Narayangarh)

10th May, 2014 (Narayangarh)

28th June, 2014 (Dang)

**OBJECTIVE:** To equip participants to modern central bank cash management methods, their changing framework and the requirements of combating counterfeit currency notes & to verify signatures.

**FACILITATOR:** Mr. Mukul Pradhan, Senior Scientist, National Forensic Science Laboratory

**PARTICIPANTS:** Four batches of the same program were conducted for 92 professionals regionally in Pokhara, Narayangarh and Dang. The participating banks were from Himalayan Bank Ltd, KIST Bank Ltd, Kumari Bank Ltd, Sana Kisan Bikas Bank Ltd, Agricultural Development Bank Ltd, Alpine Development Bank Ltd, Laxmi Bank Ltd, Mahalaxmi Finance Ltd, Narayani National Finance Ltd, NMB Bank Ltd, Sunrise Bank Ltd, NCC Bank Ltd, Bank Of Kathmandu, International Leasing & Finance Co. Ltd, Nepal Investment Bank Ltd, Sanima Bank Ltd, Siddhartha Bank Ltd, and Machhapuchchhre Bank Ltd.



## CURRENT ISSUES & CHALLENGES IN BFI'S

**DATE:** 26th April, 2014 (Butwal)

23rd May, 2014 (Janakpur)

**OBJECTIVE:** To acquire useful skills and knowledge on Regulatory Aspects, Operational Risks and the key guidelines from NRB.

**FACILITATOR:** Mr. Purna Man Napit, Mr. Basu Dev Adhikari & Mr. Binaya Regmi

**PARTICIPANTS:** Two batches of the same program was organized in Butwal & Janakpur with altogether 53 executive level staff from BFI's. The program facilitated the ongoing regulatory aspects and operational risks that exist today in the banking sector. The participating institutions were from 21 different institutions including Agricultural Development Bank Ltd., Business Universal Development Bank Ltd., Country Development Bank Ltd., Everest Bank Ltd., Gaumukhi Bikas Bank Ltd., Himalayan Bank Ltd., Innovative Development Bank Ltd., Janata Bank Nepal Ltd., Laxmi Bank Ltd., Nabil Bank Ltd., Nepal Investment Bank Ltd., NMB Bank Ltd., Prime Commercial Bank Ltd., Sahayogi Bikas Bank Ltd., Sanima Bank Ltd., Sewa Bikas Bank Ltd., Shine Resunga Development Bank Ltd., Bhrikutee Development Bank Ltd., Global IME Bank Ltd., NIC Asia Bank Ltd.





## (Anti Money Laundering/ Combating Financial Terrorism) AML/CFT

**In-House for Agricultural Development Bank Ltd.**

**DATE:** 24th May, 2014 (Biratnagar)

31st May, 2014 (Lahan)

**OBJECTIVE:** To primarily aim under how AML/CFT helps expanding businesses, roles of individuals and institutions in AML/CFT. This guidance is intended to assist participants on how minimum resources and staff can work on AML/CFT.

**FACILITATOR:** Mr. Hari Nepal, NRB

**PARTICIPANTS:** Two batches of program were conducted for Agricultural Development Bank for altogether 60 participants of various branches residing nearby locations.



## CUSTOMER RELATIONSHIP MANAGEMENT

**(In-House for Sunrise Bank Ltd.), Biratnagar**

**DATE:** 24th May, 2014

**OBJECTIVE:** To provide knowledge about importance of the customer, be familiar about the expectations of the customer and to motivate staff for better performance in customer dealing.

**FACILITATOR:** Ms. Euden Koirala

**PARTICIPANTS:** Altogether 15 participants from various branches located around Biratnagar were present at the training program where the ultimate goal of the staff was to establish customer loyalty and perfect relationships.



## CASH OPERATIONS

**(In-House for Sana Kisan Bikas Bank)**

**DATE:** 24th May, 2014 (Rupandehi)

21st June, 2014 (Birtamod)

22nd June, 2014 (Itahari)

**OBJECTIVE:** To make the participants aware about the theoretical as well as practical aspects of Cash Management and to equip the participants with knowledge to enable them to conduct their day to day operations independently.

**FACILITATOR:** Mr. Ajit Bhattarai

**PARTICIPANTS:** 3 batches of program was conducted in Rupandehi, Birtamod & Itahari on cash operations for altogether 83 staff currently engaged as Operational Staff in Branches, newly recruit staff (both as trainee assistants and management trainee) & Supervisors newly deputed to operational areas.



## FINANCIAL LITERACY AWARENESS PROGRAM

**OBJECTIVE:** Six batches of financial literacy program were conducted in Syanja, Kaski and Tanahun in co-ordination with Muktinath Bikas Bank for the local residents of area. The major aim of the program was to develop the skills and confidence to become more aware of the financial risks and opportunities to make informed choices, know where to go for help, and take other effective actions to improve their financial wellbeing. Financial Literacy Awareness can benefit consumers of all ages and income levels. For young adults just beginning their working lives, it can provide basic tools for budgeting and saving so that expenses and debt can be kept under control.

### Batch 1

**DATE & VENUE:** 7th May, 2014,  
Arunkharka, Syanja

**FACILITATOR:** Ms. Laxmi Thapa, Mr. Khagendra Timilsina & Mr. Krishna Prasad Regmi.

**PARTICIPANTS:** Altogether 79 participants attended the program. The training package targeted young women and men and aims to equip them with financial knowledge and management skills to enable them to set goals in life and make plans for realizing them.

### Batch 2

**DATE & VENUE:** 7th May, 2014,  
Phedikhola Bazar, Syanja.

**FACILITATOR:** Ms. Laxmi Thapa, Mr. Khagendra Timilsina & Mr. Krishna Prasad Regmi.

**PARTICIPANTS:** Altogether 56 participants attended the program. The participants were trained on how financial education can help families acquire the discipline to save for a home of their own and/or for their children's education.

### Batch 3

**DATE & VENUE:** 8th May, 2014, Varat Pokhari Tiklang, Kaski.

**FACILITATOR:** Mr. Khagendra Timilsina & Mr. Krishna Prasad Regmi.

**PARTICIPANTS:** Altogether 92 participants attended the program.

### Batch 4

**DATE & VENUE:** 8th May, 2014, Rithepani, Kaski.

**FACILITATOR:** Ms. Laxmi Thapa, Mr. Khagendra Timilsina & Mr. Krishna Prasad Regmi.

**PARTICIPANTS:** Altogether 75 participants attended the program. They learned how money works and skills and knowledge that allows an individual to make informed and effective decisions with all of their financial resources.

### Batch 5

**DATE & VENUE:** 9th May, 2014, Ramkot Tanahun.

**FACILITATOR:** Mr. Sabin Nepal. Mr. Khagendra Timilsina & Mr. Krishna Prasad Regmi.

**PARTICIPANTS:** Altogether 47 participants attended the program. They were trained on financial literacy enlightening them towards the benefits of financial opportunities, risks and saving habits.

### Batch 6

**DATE & VENUE:** 9th May, 2014 Dumsi Chaur, Tanahun.

**FACILITATOR:** Mr. Sabin Nepal. Mr. Khagendra Timilsina & Mr. Krishna Prasad Regmi.

**PARTICIPANTS:** Altogether 63 participants attended the program. The program was attended by youth and elder people who were students, teachers, agricultural workers, etc.



“The right time  
to start financial  
planning is  
right now”

# TRAINING CALENDAR 2071/72

Areas	Trainings on Core Banking Areas	No. of Events
Audit & Compliance	AML-CFT/KYC	4
	Internal Audit	3
	Unified Directives	2
Credit	Advanced Credit Workshop	1
	Basic Credit Course	4
	Consumer Bank Lending	2
	Credit Appraisal	4
	Credit Relationship & Risk Management	2
	Excellence in Lending-Corporate Credit	2
	NPA Management	2
Human Resource	Compensation & Benefits	1
	HR Management	2
	HR Workshop	2
	Performance Management	1
Investment Banking	Fundamental Analysis & Technical Analysis	1
	Portfolio Management	2
Others	Advanced Excel	6
	Business Communication	5
	COBIT	1
	IT Security	3
Retail Banking	ATM & Card Operations	6
	Basic Banking Course	4
	Branch Banking Operation	3
	Cash Operation & Negotiable Instrument	2
	Comprehensive Banking Course	6
	Counterfeit Notes & Signature Verification	6
	Deposit Marketing	4
	Remittance	4
	Swift Operations	2

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"How can you call me unemotional?  
You've seen me cry over interest rates!"

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## LOANS



"Any other collateral besides your heart  
of gold and million dollar notes?"

## NBI Publications Upcoming books



3rd Quarter														Nepali Calendar														English Calendar													
भाद्र							आश्विन							Aug./Sep.							Sep./Oct.																				
आ	सो	मं	बु	वि	शु	श	आ	सो	मं	बु	वि	शु	श	S	M	T	W	T	F	S	S	M	T	W	T	F	S														
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# TRAINING CALENDAR 2071/72

Areas	Trainings on Core Banking Areas	No. of Events
Risk Management	Current Issue and Challenges in BFI's	4
	Operational Risk Management	4
Trade Finance	Incoterms 2010	1
	International Trade Payment Mechanism	2
	Bank Guarantee	2
Treasury	Assets Liability Management	1
	Foreign Exchange Management in Nepal	4
	Integrated Treasury Management	1
Soft Skill	Customer Service Excellence	6
	Effective Sales Techniques	2
	Explore Your Leadership Journey	4
	High Impact Trainer (TTT)	2
	Leadership & Motivation	6
	Leading to Win	2
	Manager as a Coach	4
	Personality Development	2
	See you at the top (Women Specific)	2
	Speak without Fear	2
	Strategic Business Leadership	1
	Stress Management	4
	Time Namagement	4
Microfinance and other	Access to Finance	2
	Business Planning for Co-operative	2
	Financial Literacy	12
	Managing Microfinance	3
Conferences	Directors Conference	1
	Internal Audit Conference	1
	IT Conference	1
	National Banking Conference	1
	Retail Banking Conference	1
	Risk Management Conference	1
	SME Conference	1

## MANAGEMENT TEAM

**Sanjib Subba**  
CEO

**Purna Man Napit**  
Academic Director

**Dhan Thapa**  
Head of Program

**Sabin Nepal**  
Executive – Program

**Sangita Gurung**  
Executive – Finance

**Karuna Tuladhar**  
Jr. Executive – Program

### NBI Publications

