

HOW TO IMPROVE BRANCH AUDIT RATING

DATE: APRIL 17, 2019 | LAST DATE OF REGISTRATION: APRIL 15, 2019
CITY: PESHAWAR | FACILITATOR: MR. WAJAHAT ABBAS

FEE: PKR 12,500/- per participant
TIMINGS: 9 AM - 5 PM



An ISO 9001 : 2015 Certified Company

A Company Set Up Under Section 42 of the Companies Act, 2017

OVERVIEW

This course is designed to enhance the capacity of Branch Banking Operations personnel to help them avoid common audit observations; to mitigate risks during day to day branch operations for implementation of appropriate policy and procedures for elimination of errors; to learn Customer services without compromising on SOPs, SPMs and regulations.

CONTENTS

- Overview of KYC, AML & CFT
- What is Audit?
- Understanding Type of Audits
- Account Opening Audit Observations
- Dormant Account Management
- Lockers Audit Observations
- Cheque, Clearing, Remittances Audit Observations
- Key Combination, Custodianship & Handling
- Vault Management, Registers and Stamping
- Cash Audit Observations/Management
- Security Stationary
- Return Mail Audit Observations
- Notice Board Audit Observations
- Stop Payment Audit Observations

WHO SHOULD ATTEND?

This course is intended for Operations Managers, Customer Services Managers or Head Tellers/ CD In-charge, being at the forefront of day to day Branch operations. After attending this course they would be well equipped to manage risks and to avoid common audit observations.

FACILITATOR

Mr. Wajahat Abbas

Mr. Wajahat Abbas started his career with Emirates Bank Int'l during 2001 as Office Assistant/Trainee Officer. Starting with back office operations, clearing, collection, IBC and FOBC at Main Branch, Islamabad, he joined Clearing-CPU (Central Processing Unit) with Union Bank Limited in 2005. During 2006 joined ARIF HABIB BANK (Nowadays known as Summit Bank Limited) as Customer Services Officer. His last assignment was Regional Operation and Compliance Manager North-1, where he was responsible for Islamabad, Azad Kashmir and Gilgit Baltistan.

SPECIAL DISCOUNTS

**5%
DISCOUNT**

For all Member Institutions of IBP

**5%
DISCOUNT**
on 3-5 nominations

**10%
DISCOUNT**
on 6+ nominations

FOR DETAILS PLEASE CONTACT

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