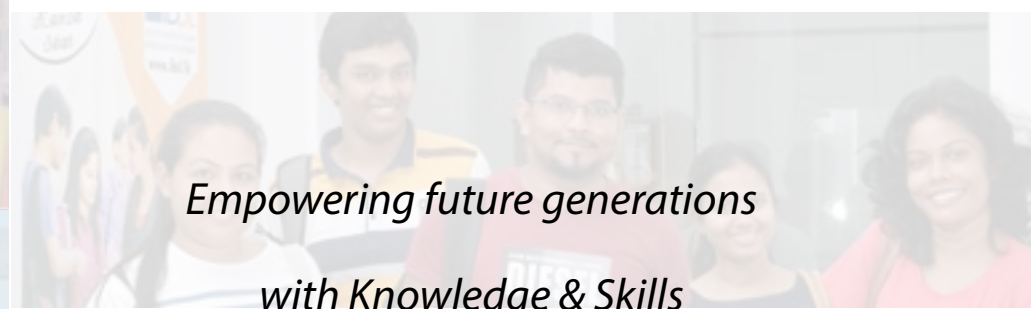


*Your Training Institute,
the Symbol of our
proud history
of Fifty Five years
of service
to the Nation*



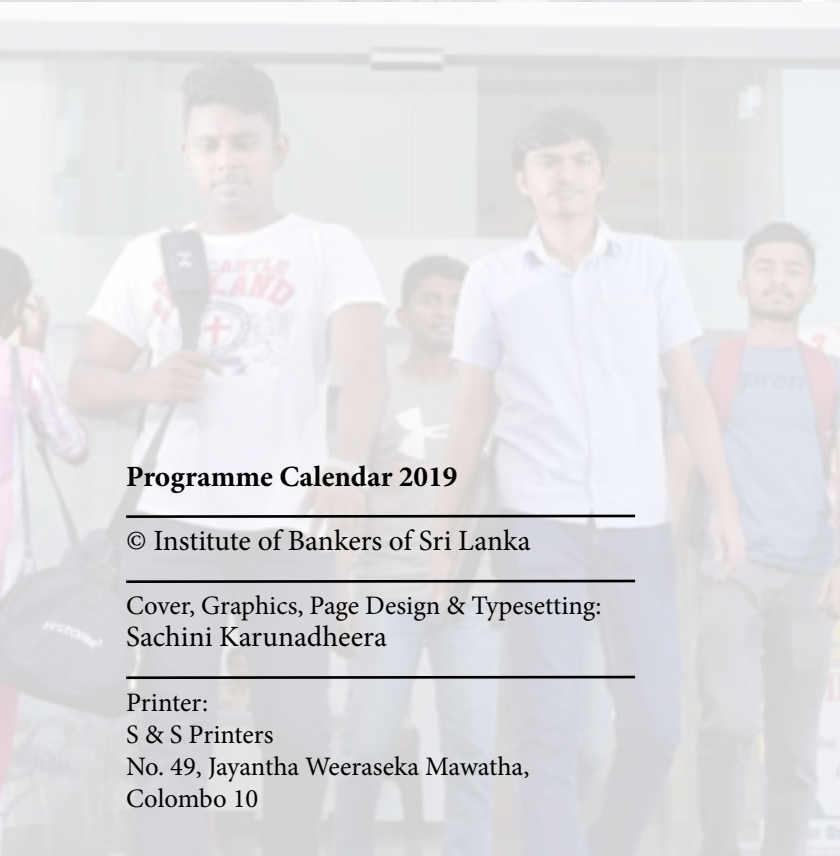
Since 1964

PROGRAMME CALENDAR 2019



*Empowering future generations
with Knowledge & Skills*

*to enter and command in the new world
of Banking & Finance*



Programme Calendar 2019

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Colombo 10



College of Banking and Finance (COBAF)

A Brief Profile

The COBAF is the Training Division of the Institute of Bankers of Sri Lanka (IBSL) and commenced its operations as COBAF in 1999. The Bankers' Training Institute-Ceylon (BTI) which was established in 1964 provided some of the services offered by COBAF today at a different level. The BTI mainly offered the professional examination of Associate of Institute of Bankers (AIB). The IBSL also continued with the same model of external professional examinations and short-term training models exclusive to bank employees until it was opened to career aspirants/ school leavers in 2002. With the expansion of banking sector and employment opportunities and IBSL membership island-wide, the COBAF was set up to specialise in short-term professional training and specialised tuition for IBSL external professional examinations.

Accordingly, the COBAF provides training and instructions for the employees of the banking institutions and the Central Bank as authorised in the Institute of Bankers of Sri Lanka Act. Its activities cover regular programmes leading to diploma level which are aimed at staff of banks and financial institutions and aspirants of banking careers. In addition, seminars on subjects of current banking interest and workshops tailor-made for specific bank requirements for staff training are also conducted. The COBAF is now in a better position to provide enhanced educational services as IBSL all operational activities are now operating under one roof in its own new spacious 12 storied state of the art building facility at IBSL Towers. The COBAF offers around 80 such programmes on annual basis. Resource panel includes 75 professionals engaged in the banking and finance field and well conversant with the subjects offered. The COBAF has a supporting staff of 11 to facilitate the conduct of programmes.

In 2018 (as at end November) the COBAF has conducted 58 programmes and attracted 7503 participants for these programmes, with the cumulative for the past five years is around 33,000. Apart from classes conducted for subjects in the two external academic programmes of the IBSL, i.e., Intermediate in Applied Banking and Finance (IABF) and Diploma in Applied Banking and Finance (DABF), the COBAF offers programmes of diversified subjects to cater to the growing demand for knowledge by the banking and finance field. Further, it has the required resources to offer such training facilities on any subject of interest in the banking and financial market, on demand. The IBSL library maintained at the COBAF which is open for participants of various programmes, members and resource persons has a valuable collection of more than 7,000 volumes of important reading materials ranging from books and journals to study-packs on various subjects relevant to banking and finance. Further, the COBAF operates a sales counter to facilitate the participants to purchase useful/ recommended study/reading materials and publications of the IBSL and other authors.

Institute of Bankers of Sri Lanka Corporate Profile

Training provided by COBAF

Item	2014	2015	2016	2017	2018*
CBF/IABF					
Students	1,456	1,483	1,916	1,244	1,434
Subject students	4,406	4,478	5,716	3,590	3,653
DBF/DABF					
Students	880	794	787	716	713
Subject students	2,178	1,738	1,658	1,404	1,450
Participants in other Diploma Courses	1,653	1,227	1,094	658	767
Participants in other Certificate Courses	753	327	443	202	103
Participants in other Seminars, Workshops, etc.	1,191	2,966	2,344	3,312	4,496
Total Students and Participants	5,933	6,797	6,584	6,132	7,513
Programmes conducted	56	81	59	64	58
Diploma Courses	23	16	18	15	15
Certificate courses	15	10	12	10	06
Other Programmes	18	55	29	39	38

* as at end November 2018

1. Incorporation

The IBSL was first established in 1964 in the name of Bankers' Training Institute (Ceylon) by the Central Bank and re-incorporated in 1979 by Institute of Bankers of Sri Lanka (Incorporation) Act No. 26 of 1979.

2. The Mandate/Mission

- (i) To provide instruction and training for employees of banking institutions and the Central Bank of Sri Lanka in the study of the theory and practice of banking and of related subjects and for such purpose to provide all facilities including lectures, discussions and library facilities;
- (ii) To conduct examinations and to issue certificates to those who are successful in such examinations;
- (iii) To facilitate and encourage discussions on matters of interest to bankers; and
- (iv) To take such measures as may be desirable to further the interest of banking.

3. The Governing Board

- (i) Chairman : Mr. K D Ranasinghe
Deputy Governor, Central Bank of Sri Lanka
- (ii) Vice Chairman : Mr. H A Karunaratne
Deputy Governor, Central Bank of Sri Lanka
- (iii) Members
 - (a) Mr. K.B.S. Bandara, General Manager /CEO, Bank of Ceylon
 - (b) Mr. N Vasantha Kumar, CEO/ General Manager, People's Bank
 - (c) Mr. S D N Perera, General Manager/CEO, National Savings Bank
 - (d) Mr. Nanda Fernando, Managing Director, Sampath Bank PLC
 - (e) Mr. Kapila Ariyaratne, Director/CEO, Seylan Bank PLC
 - (f) Mr. K B Rajapakse, Senior Deputy General Manager, People's Bank
 - (g) Mr. C. Amarasinghe, Deputy General Manager, Bank of Ceylon
 - (h) Mr. S Wanniarachchi, Deputy General Manager, People's Bank
 - (i) Mr. W. Ranjith, Assistant General Manager, Bank of Ceylon
 - (j) Ms. N M A Fernando, Senior Vice President/CFO, ICICI Bank Ltd.

(iv) Alternate Members (to represent the relevant members in their absence)

- (a) Ms. Chandani Werapitiya, Senior Deputy General Manager, People's Bank
- (b) Mr. K E D Sumanasiri, Deputy General Manager, Bank of Ceylon
- (c) Mr. J K Gamanayake, Senior Deputy General Manager, National Savings Bank
- (d) Ms. Champika Dodanwela, Chief Finance Officer, Seylan Bank PLC
- (e) Mr. Aruna Jayasekera, Group Chief Human Resource Officer, Sampath Bank PLC

4. Approval of the Central Bank

Received to include the words "Bankers, Banking & Finance" in corporate names of the IBSL

5. Principal Officers

- (a) Director General - Mr. P J Jayasinghe
- (b) Academic Advisor - Mr. C P A Karunathilake
- (c) Director Examination - Ms. Lakmini Siriwardena
- (d) Director Finance - Ms. R J Pakianathan
- (e) Director College of Banking & Finance - Ms. Buddhika Godakanda
- (f) Director Member Relations - Ms. V S Jayasuriya
- (g) Director Operational Coordination - Mr. G A J C Renny
- (h) Director Information Technology Operations - Mr. C B Pathberiya
- (i) Director Facilities Management /Engineer - Mr. K L L Fernando

6. Office

IBSL Towers,
No. 80A, Elvitigala Mawatha,
Colombo 08.
Tel: 0112425777, 0112425775 (IVR)
E mail - info@ibsl.lk
Web: www.ibsl.lk

SCHEDULED PROGRAMMES

Scheduled Programmes – 2019
(Diploma & Certificate Courses)

<i>Programme</i>	<i>Page</i>
Academic Programme	
Intermediate in Applied Banking & Finance (IABF)	13
Diploma in Applied Banking & Finance (DABF)	15
Postgraduate Diploma	
Postgraduate Executive Diploma in Bank Management (PGEDBM)	16
Diploma Courses	
Diploma in Treasury & Risk Management	18
Diploma in Corporate Banking	20
Diploma in International Trade	21
Diploma in Credit Management	23
Diploma in Microfinance	25
Diploma in Compliance	26
Diploma in Islamic Banking	28
Diploma in Bank Integrated Risk Management	29
Diploma in Business Finance & Bank Management	31
Advanced Diploma in Credit Management	32
Diploma in Portfolio & Investment Management	34
Diploma in SME Finance	35
Certificate Courses	
Certificate in Introduction to Islamic Banking & Finance	36
Certificate in Legal Aspects in Banking	37
Certificate in Branch Operation Management	38
Certificate in Lending Operations	39
Certificate in Hire Purchases & Finance Leasing	40
Certificate in Business English	41

**Training Calendar - 2019
(Diploma & Certificate Courses)**

Month	Diploma Courses	Certificate Courses/Intermediate Programmes
January	Diploma in Treasury & Risk Management	Certificate in Introduction to Islamic Banking & Finance
February	Diploma in Corporate Banking	Certificate in Legal Aspects in Banking
March	Diploma in International Trade	-
April	Diploma in Applied Banking & Finance (DABF) Diploma in Credit Management	Intermediate in Applied Banking & Finance (IABF)
May	Diploma in Microfinance Diploma in Compliance	Certificate in Branch Banking Operations
June	Diploma in Islamic Banking Diploma in Bank Integrated Risk Management	Certificate in Lending Operations
July	Postgraduate Executive Diploma in Bank Management Diploma in Business Finance & Bank Management	-
August	Advanced Diploma in Credit Management	Certificate in Hire Purchase & Finance Leasing
September	Diploma in Portfolio Management	-
October	Diploma in Applied Banking & Finance (DABF) Diploma in SME Finance	Intermediate in Applied Banking & Finance (IABF) Certificate in Business English
November	Diploma in Credit Management	

Seminars & Workshops : will be conducted as open programmes or tailor-made programmes as per the requirements of Banks / Financial Institutions

**INTERMEDIATE IN APPLIED BANKING & FINANCE
(IABF)**

Course Contents

Core subjects

- Survey of Financial System
- Commercial Banking
- Business Accounting
- Introduction to Banking and Financial Law

Optional subjects (2 to be passed)

- Principles of Economics
- Non-Banking Financial Business
- Financial Clients Management
- Business Mathematics and Statistics

Participants

Candidates should possess one of the following entry requirements

- i. Employees of banks or financial institutions licensed or approved by a state authority in Sri Lanka or abroad or
- ii. Employees of companies or institutions in Sri Lanka or abroad or
- iii. Graduates and undergraduates of recognized university in Sri Lanka or abroad or
- iv. Those with final qualification in banking, finance, audit, management or marketing received from a professional or academic institute in Sri Lanka or abroad or
- v. Those qualified in GCE(A/L) or equivalent examination in Sri Lanka or abroad having 3 passes with 2 credit passes and credit pass in Mathematics in GCE (O/L) or equivalent examination in Sri Lanka or abroad or
- vi. Those having 2 passes in GCE (A/L) or equivalent examination in Sri Lanka or abroad and GCE(O/L) or equivalent examination in Sri Lanka or abroad having 6 passes at two sittings 5 credit passes including Mathematics or
- vii. Those qualified in GCE (O/L) or equivalent examination in Sri Lanka or abroad with 6 passes at one sitting having 5 credit passes including Mathematics or
- viii. Student members in CBF

Commencement

April 2019 & October 2019

Duration

5 ½ months

Course Fee

Before deadline - Rs.7,200/- } per subject lecture fee for
After deadline - Rs.7,950/- } one lecture cycle

Medium

English/Sinhala/Tamil

**DIPLOMA IN APPLIED BANKING & FINANCE
(DABF)**

Course Contents

Core subjects

Economics of Money and Monetary Policy
Financial Management
International Trade and Finance
Credit Management

Optional subjects (3 to be passed)

Financial Institutions Management
Financial Markets Operations
Investment Banking
Development Finance
Central Banking

Participants

Student members passed the IABF / CBF Examination

Commencement

April 2019 & October 2019

Duration

5 ½ months

Course Fee

Before deadline - Rs.8,500/- } per subject lecture fee for
After deadline - Rs.9,350/- } one lecture cycle

Medium

English/Sinhala/Tamil

POSTGRADUATE EXECUTIVE DIPLOMA IN BANK MANAGEMENT [PGEDBM(IBSL)]

Course Contents

Semester I

Financial Systems
Legal Environment in Banking
Customer Relationship Management
Information Systems
Managing People in Organizations

Semester II

Risk Management
Financial Analysis
Investment & Portfolio Management
Foreign Trade & Finance

Semester III (3 to be passed)

Strategic Management
Global Financial Instruments
Commercial Lending & Project Finance
Fund Raising and Credit Management
Marketing Management

Thesis
Dissertation

Participants

Associates or Passed Finalists of any Professional body acceptable to IBSL
OR

A Graduate of a recognized University OR

Employees with 3 years middle management experience in a Bank/
Financial Institution with part educational/professional qualifications
acceptable to IBSL

Commencement

July 2019

Duration

Semester I : 200 hours

Semester II : 200 hours

Semester III : 150 hours

Sundays 8.30 a.m. - 5.00 p.m.

Course Fee

Rs.100,000/-

Medium

English

DIPLOMA IN TREASURY & RISK MANAGEMENT [Dtrm(IBSL)]

This Diploma is a professional qualification recognized by the Central Bank of Sri Lanka under the Banking Act Directions No. 3 of 2009.

Course Contents

Module I - Financial Markets

- Money Market
- Capital Market
- Fixed Income Securities Market
- Foreign Exchange Market
- Brief outline of Financial Derivative Market

Module II - Treasury Management Function

- Introduction
- Objectives of a Treasury
- Structure and Organization of a Treasury Function
- Treasury/Investment Policies, Operational Procedures, Guidelines and Code of Conduct
- Internal and external limits governing Treasury Operations
- Responsibilities/Job Description of a Treasury Manager
- Functions of a Treasury
- Internal Controls of Treasury Function

Module III - Risk Management

- Various Risks pertaining to Treasury Operations
- Various Tools for Measurement of Risks
- Treasury Risk Management
- An overview of Integrated Risk Management System

Module IV - Asset & Liability Management (ALM)

- ALM Organization
- Major Risks in ALM
- Understanding Interest Rates
- Dimensions of Interest Rate Risks affecting ALM
- ALM function from a Practical and Performance Oriented Perspective

Module V - An Overview of Financial Derivative Market

- Exchange Trade derivatives
- Futures Contracts
- Options Contracts
- Over the Counter Derivatives

Module VI - Regulations and Compliance

- Introduction
- Monetary Policy Related Regulations / Controls of the Central Bank
- FX related Prudential Regulations
- Minimum Capital Requirement under BASEL - III
- Regulations on Minimum Liquidity
- KYC & CDR Rules and Provisions on Money Laundering

Commencement

27 January 2019

Duration

114 hours
Sundays 1.30 p.m. - 5.30 p.m.

Course Fee

Rs. 30,000/-

Medium

English

DIPLOMA IN CORPORATE BANKING [DCB(IBSL)]

Course Contents

- Module I Lending to Corporate Customers
- Salient features of Company Act No.07 of 2007 with special reference to the provisions important for banks
 - Corporate Governance, Duties & Responsibilities of the Director
- Module II Money, Inflation, Taxes, Interest rates & Deposit Mobilization
- Module III Corporate facilities & importance of Collateral
- Module IV Financial Markets
- Module V Introduction to Risk Management
- Module VI Evolution of Basel Framework & Current Focus
- Module VII Money Laundering Laws & its impact on Financial markets
- Module VIII Alternative Sources of financials, Monitoring & Controlling of Lending
- Module IX Measuring Performance
- Module X Managing Relationship

Commencement

23 February 2019

Duration

92 hours
Saturdays 8.30 a.m. - 12.30 p.m.

Course Fee

Rs. 23,000/-

Medium

English

DIPLOMA IN INTERNATIONAL TRADE [DIT(IBSL)]

Course Contents

Module I - The International Trade Environment

- An overview of International Trade which includes the rationale for country to engage in International Trade
- The role of International Monetary Institutions in the field of International Trade Operations
- The effective management and monitoring of International Trade Operations of Sri Lanka by the Central Bank of Sri Lanka
- The role of other allied organizations in assisting International Trade activities

Module II - The Supply Chain in International Trade

- Importance of Incoterms when trading internationally
- The Supply Chain in International Trade
- The Role of the Carrier in International Trade Operations
- The Role of the Underwriter in International Trade Operations
- The Role of other support services in International Trade Operations

Module III - The Mechanics of International Trade Finance

- Documents and Processes in International Trade
- ICC rules for Documentary Collections URC 522
- ICC rules for Documentary Credits UCP 600
- ICC rules for Bank-to-Bank Reimbursement under Documentary Credits URR 725
- The role of the Foreign Exchange Market in International Trade and the Theory for exchange rates determination

Module IV - The Management of Risk in International Trade Finance

- An introduction to risk and controls in International Trade
- Case studies on Documentary Credits
- Financing International Trade
- Bank Guarantees in International Trade
- The Risk of Fraud

**DIPLOMA IN
CREDIT MANAGEMENT [DCM(IBSL)]**

Module V - Workshop on International Trade Operations

- Workshop on examination of documents

Commencement

09 March 2019

Duration

96 hours

Saturdays 1.30 p.m. - 5.30 p.m.

Course Fee

Rs. 28,000/-

Medium

English

Course Content

Module I - Principles of Credit Management, Lending Policies and Best Practices

- Introduction to Credit
- Types of Borrowers and Business Sectors
- Guidelines for Good Lending
- Classification of Advances and Branding of Loan Products
- Credit Appraisal

Module II - Credit Analysis / Evaluation Process

- Credit Rating Analysis
- Financial Statement Analysis
- Non-Financial Analysis

Module III - Introduction to International Trade / Working Capital Finance

- Introduction to International Trade Finance
- Introduction to Working Capital Finance

Module IV - Securities and Bank Advances

- Basics of Securities
- Different Types of Securities
- Valuation of Securities
- Legal Aspects of Securities

Module V - Recovery and Remedial Management

- Importance and Impact of Recovery Credit
- Loan Loss Provisioning as per Central Bank Guidelines
- Credit Supervision / Monitoring /Follow up
- Identifying Early Warning Signals and Detecting Causes for Failure
- Rehabilitation of Sick Advances
- Rescheduling
- Restructuring

Commencement

2 Batches - April 2019 & November 2019

Duration

108 hours

Sundays 8.30 a.m. - 12.30 p.m.

Course Fee

Rs. 28,000/- (for Colombo programme)

Medium

English

**DIPLOMA IN
MICROFINANCE [DMF(IBSL)]**

Course Contents

- Module I Economics concepts and policies on economic growth and development
- Module II Current status of microfinance industry in Sri Lanka
- Module III Target Markets for microfinance services
- Module IV Delivery methods of Microfinance
- Module V Microfinance products designing
- Module VI Financial Literacy
- Module VII Role of Government and Central Bank for the development of Microfinance
- Module VIII Commercialized Microfinance
- Module IX Laws relating to Microfinance operations
- Module X Identifying and understanding of financial statements
- Module XI Analysis of Financial position of a Financial Institution
- Module XII Management concepts of Financial Institutions
- Module XIII Good governance of Microfinance Institutions
- Module XIV Regulation and Supervision methods of a financial Institution
- Module XV Regulation and supervision of Micro Finance Institutions
- Module XVI Project Report

Commencement

25 May 2019

Duration

94 hours:

Saturdays 8.30 a.m. - 3.30 p.m.

Course Fee

Rs. 25,000/-

Medium

Sinhala / Tamil

DIPLOMA IN COMPLIANCE [Dc(IBSL)]

Course Contents

Module I - Understanding the Regulatory Environment

- The need for, and objectives of, regulation
- Sources of regulation
- Financial Regulatory Framework in Sri Lanka
- Corporate Governance
- Overview of commercial laws and mechanisms governing legal persons and arrangements
- International Financial Regulatory Initiatives
- Cross-jurisdictional issues

Module II - Financial Industry and Risk Management

- Overview of Sri Lanka's financial sector
- Financial institutions and relevant Organizations in Sri Lanka
- Financial Products and Services
- Recent regulatory, market developments and trends in Sri Lanka
- Overview of Risk Management
- Risk Management and Regulation
- Specific financial service risks
- Compliance risk
- Overview of Basel Accords - Basel I, II and III

Module III-Creating Compliance Culture and the Benefits of Compliance

- Corporate Governance and Compliance
- Creating an effective compliance environment
- The role of training in developing the right culture
- Developing a compliance training strategy
- Ethics and culture
- Corporate Social Responsibility (CSR) and Compliance

Module IV - The Role of the Compliance Officer

- Compliance structure
- The role of the Compliance Officer
- Key compliance activities and processes
- Internal and external relationships
- Qualities required of compliance professionals

Module V - Managing the Risk of Money Laundering and Financing of Terrorism

- Money Laundering
- Terrorist Financing
- Money Laundering vulnerabilities of particular services and products
- Understanding money laundering offences
- Designing an effective internal reporting system
- The risk-based approach to money laundering and terrorist financing
- Understanding the importance of KYC in AML efforts
- Financial Intelligent Unit (FIU) at CBSL
- Relevant Laws in Sri Lanka
- The objectives of proper staff training in AML

Module VI - Managing the Financial Crime - Market Abuse, Insider Dealing and Fraud Prevention

- Introducing to market abuse
- Insider Dealing
- Introduction to Fraud
- Fraud Typologies
- Preventing Fraud
- The compliance role in combating Fraud
- False Accounting
- Identity Theft
- Bribery and Corruption

Commencement

26 May 2019

Duration

96 hours

Sundays 8.30 a.m. - 12.30 p.m.

Course Fee

Rs. 25,000/-

Medium

English

DIPLOMA IN ISLAMIC BANKING [DIB(IBSL)]

Course Contents

Module I	Origin and History of Islamic Banking
Module II	Sources of Islamic Law (Shariah) and Applied Principles
Module III	Applied Economic Theory: Islamic Banking Vs Conventional models
Module IV	Form and Structure of Financial Products and related documentation
Module V	Comparative Analysis of Business Models: Islamic and Conventional banking models
Module VI	Accounting Principles for Islamic Finance
Module VII	Risk Management
Module VIII	Regulation of Islamic banks and financial institutions
Module IX	Common Terminology used in Islamic banking and finance
Module X	Basic Islamic Insurance and Capital Market Instruments

Commencement

22 June 2019

Duration

92 hours:
Saturdays 1.30 p.m. - 5.30 p.m.

Course Fee

Rs. 28,000/-

Medium

English

DIPLOMA IN BANK INTEGRATED RISK MANAGEMENT [Dbirm(IBSL)]

Course Contents

Module I-Introduction to the Risk Management Process

- Brief Introduction to Modern Financial Theory
- Overview of Financial Crisis 2007 - Lessons Learnt
- Global Banking Problems and Future Challenges
- Introduction to Risk Management and Definitions
- Regulatory requirement and expectation for Risk Management
- Risk Categories (Credit, Market, Liquidity and Operational risk) and Risk Management concepts
- Case Study - Analysis of financial statements of banks in Risk Management and Regulatory Perspective

Module II - Credit Risk Management and Assessment

- Evaluation of Credit Risk
- Valuing the risk component of a loan
- Credit Transaction Risk- Dash boards
- Portfolio Management of Credit Risk
- Calculating Concentration Risk
- Return on Risk Adjusted Capital (RORAC)
- Application of Rating and Scoring Models
- Case Study - Several exercises in analyzing Credit Risk

Module III- Management of Market Risk

- Components of Interest rate risk
- Interest Rate Risk Management policy framework and exposure limits
- Liquidity Risk Management policy, framework
- Management of Foreign Exchange Risk
- Impact of interest rate on the liquidity
- Assessment of Market Risk (Value at Risk / Present Value per Basis point / Duration Analysis)
- Functions and Responsibilities of ALCO
- Introduction to derivatives
- Application of derivatives in risk management

Module IV- Management of Operational Risk

- Components of Operational Risk
- Operational Risk Management Policy, framework and setting risk tolerance levels
- Risk and Control Self Assessment Process
- Building a Key Risk Indicator library
- Collection of Operational Loss data
- Operational Risk Reporting (Dash Boards)
- Operational Risk Management Committee
- Business Continuity Plan
- Information Security
- Outsourcing Risk and Vendor Management
- Compliance Risk
- Case Study - Defining of Risk Appetite in Operational Risk
- Management and Risk Assessment , Monitoring process

Module V - Pillar 2 - regulatory review

- Regulatory and Supervisory Framework-Risk Management
- Corporate governance and risk management Framework
- Understanding Stress Testing and Scenario Analysis
- ICAAP

Module VI- BASEL III

- Introduction on Basel III and reasons for introduction
- Implications of Basel III on the Banking Institutions

Commencement

23 June 2019

Duration

80 hours: Sundays 8.30 a.m. - 12.30 p.m.

Course Fee

Rs. 30,000/-

Medium

English

**DIPLOMA IN
BUSINESS FINANCE & BANK MANAGEMENT
[DBFBM(IBSL)]**

Course Contents

Module I	Management for Financial Organizations
Module II	Economic Theories and its Application
Module III	Leasing and Insurance
Module IV	Basic Accounts and Financial Management
Module V	Portfolio Management & Risk Management
Module VI	Project Appraisal and Financing
Module VII	Strategic Planning for Finance and Bank Business
Module VIII	Branch Banking and Practices
Module IX	Information Systems

Commencement

20 July 2019

Duration

96 hours
Saturdays 1.30 p.m. - 5.30 p.m.

Course Fee

Rs. 23,000/-

Medium

English

ADVANCED DIPLOMA IN CREDIT MANAGEMENT [ADCM(IBSL)]

Course Contents

Module I - Credit Administration Functions

- Functions of the Credit Administration Division
- Credit Policy & Credit Culture
- Perfection of Securities, Documents & Related Process
- Maintenance of Records
- Liaise with the Credit Division/Risk Division & other Banks Regulations
- Classification of Accounts
- Credit Administration as an Agency Function

Module II - Credit Appraisal and Decision Making

- Credit Analysis and Decision Making
- Security for Lending
- Legal and Statutory Requirements
- Risk Management in Lending

Module III - Specialized Lending Fields

- Lease Financing & Hire Purchase
- Project Financing
- Venture Capital Financing
- Factoring
- Micro & SME Financing
- Syndicated loans
- Islamic Banking Concepts

Module IV - Remedial / Problem Loan Management

- Credit Monitoring/Supervision/Follow up
- Rehabilitation of Problem Loans
- Restructuring & Re-scheduling of Credit
- Management of Sick Projects
- Legal Procedures & Related Issues
- Writing Off of Bad Loans

Commencement

25 August 2019

Duration

96 hours

Sundays 8.30 a.m. - 12.30 p.m.

Course Fee

Rs. 28,000/-

Medium

English

DIPLOMA IN PORTFOLIO AND INVESTMENT MANAGEMENT [DPIM(IBSL)]

Course Contents

- Module I Overview of Global Capital Market Activities
- Module II Basic Concept of Investment and selecting suitable instruments for Investments
- Module III Understanding Risk & return
- Module IV Basic ideas and markovitz overview of the discipline of Portfolio Management
- Module V Theory and practice of managing equity portfolios
- Module VI The importance of efficient management of fixed income portfolios
- Module VII Assest securitization and mortgage backed securities
- Module VIII Importance of derivatives in Portfolio Management

Commencement

07 September 2019

Duration

96 hours
Saturdays 1.30 p.m. - 5.30 p.m.

Course Fee

Rs. 25,000/-

Medium

English

DIPLOMA IN SME FINANCE [Dsmef(IBSL)]

Course Contents

- Module I SME sector and its importance in the development of Sri Lanka
- Module II Lending basics & Guidelines for Good Lending
- Module III Financial Statements Analysis
- Module IV Credit Appraisal for financing SMEs
 - Data for Credit Appraisal –Source & Method of collection
 - Credit Appraisal
- Module V Case Studies
- Module VI Risk Management in SME Lending
- Module VII Securities & Documentation for SME Financing
 - Basics of Securities
 - Different Types of Securities
 - Valuation of Securities – Moveable & Immoveable
 - Legal Aspects of Securities
- Module VIII Recovery and Remedial Management

Commencement

26 October 2019

Duration

104 hours
Saturdays 1.30 p.m. - 5.30 p.m.

Course Fee

Rs. 30,000/-

Medium

English/ Sinhala/ Tamil

CERTIFICATE IN INTRODUCTION TO ISLAMIC BANKING & FINANCE

Course Contents

- Introduction to Islamic Banking
- Conventional Banking Vs. Islamic Banking
- Introduction to Islamic Commercial Law
- Introduction to Instruments of Islamic Banking and Finance
- Introduction to Islamic Economics
- Introduction to Financial Markets
- Opportunities in Islamic Finance

Commencement

26 January 2019

Duration

36 hours

Saturdays 1.30 p.m. - 5.30 p.m.

Course Fee

Rs. 12,000/-

Medium

English

CERTIFICATE IN LEGAL ASPECTS IN BANKING

Course Contents

- Banker Customer Relationship
- Common law
- Statutory Law
- Negotiable Instruments
- Bills of Exchange
- Cheques
- Concepts pertaining to negotiable instruments
- Electronic Banking
- Retail Payments Systems
- Large Value Payments Systems
- Fintech developments
- Lending and Debt Recovery
- Credit Information
- Secured Transactions
- Mortgages
- Debt Recovery Related Statutes
- International Trade
- Laws relating to imports and exports
- Anti-Money Laundering and Combatting of Financing of Terrorism
- Framework Applicable form Global and National Perspectives
- Know your customer / Customer Due Diligence
- Statutory Reporting Requirements

Commencement

24 February 2019

Duration

36 hours

Sundays 1.30 p.m. - 5.30 p.m.

Course Fee

Rs. 12,000/-

Medium

English

CERTIFICATE IN BRANCH OPERATION MANAGEMENT

Course Contents

- Governance, Risk Management framework and Compliance functions of Financial Institutions
- Credit Management
- Law relating to Banking and Customer Protection
- International Trade Finance
- Exchange Control Regulations

Commencement

25 May 2019

Duration

48 hours
Saturdays 1.30 p.m. - 5.30 p.m.

Course Fee

Rs. 16,000/-

Medium

English

CERTIFICATE IN LENDING OPERATIONS

Course Contents

- Fundamentals of Guide-lines in Lending Operations
- Different type of Borrowers
- Securities for Bank advances and documentation
- Personal loans, Business loans and Development loans
- Financial Analysis
- Risk Management in Lending
- Credit monitoring / Supervision / Follow-up
- Identifying of problem loans
- Recovery process and Strategies
- Credit Reviews

Commencement

29 June 2019

Duration

48 hours
Saturdays 8.30 a.m. - 12.30 p.m.

Course Fee

Rs. 16,000/-

Medium

Sinhala

CERTIFICATE IN HIRE PURCHASES & FINANCE LEASING

Course Contents

- Concepts of Hire Purchase & Finance Leasing/ Basic features of Asset-Based Financing / Types of Lease and Lessor
- Legal and Technical Aspects in Hire Purchase & Lease / Leasing Law in Sri Lanka. Strategic Perception of Hire Purchase & Lease / Marketing for Hire Purchase & Lease Business
- Financial Evaluation of Hire Purchase & Lease Transactions-Pricing, Structuring, taking Fixed and floating Mortgages, Documentation Procedures, Record Keeping, Accounting, Taxation etc.
- Use of Calculators and Computer Spreadsheets
- Credit Evaluation and Recovery Management in Lease and Hire Purchase
- Accounting and Auditing for Lease and Hire Purchase
- Securitization of Lease Receivables and Risk Management
- Regulation and Taxation of Lease and Hire Purchase transactions / Impact of the Goods and Services Tax Act on Lease and Hire Purchase transactions
- Case Study / Presentation

Commencement

24 August 2019

Duration

36 hours
Saturdays 1.30 p.m. - 5.30 p.m.

Course Fee

Rs. 12,000/-

Medium

English

CERTIFICATE IN BUSINESS ENGLISH

Course Contents

- Introduction of Communication
- Review of English Grammar
- Essential of English Grammar
- Vocabulary Development
- Written Communication
- Memorandum, E mail and Notice
- Report Writing
- Meetings
- Reading
- Effective Speaking and Presentation Skills
- Personality Development

Commencement

22 October 2019

Duration

48 hours
Tuesdays 8.30 a.m. - 12.30 p.m.

Course Fee

Rs. 16,000/-
(Rs.10,000/- for the students who registered with IABF current lecture cycle of COBAF)

Medium

English

RECENTLY CONDUCTED PROGRAMMES

(Most of these programmes can be tailored and conducted to meet specific requirements of banks/financial institutions)

Core Programmes

1. Intermediate in Applied Banking and Finance (IABF)
2. Diploma in Applied Banking and Finance (DABF)

Postgraduate Diploma

1. Post-graduate Executive Diploma in Bank Management (PGEBDM)

Diploma Courses

1. Advance Diploma in Credit Management
2. Diploma in Treasury & Risk Management
3. Diploma in Credit Management
4. Diploma in International Trade
5. Diploma in Islamic Banking
6. Diploma in Business Finance & Bank Management
7. Diploma in Bank Integrated Risk Management
8. Diploma in Financial Service Management
9. Diploma in Microfinance
10. Diploma in SME Finance
11. Diploma in Portfolio & Investment Management
12. Diploma in Corporate Banking
13. Diploma in Compliance

Certificate Courses

1. Certificate in Introduction to Islamic Banking & Finance
2. Certificate in Hire Purchase & Finance Leasing
3. Certificate in Accounting for Lending Bankers
4. Certificate in Trade Finance & Foreign Exchange
5. Certificate in Money Broking
6. Certificate in Internal Auditing
7. Certificate in Payments and Settlements
8. Certificate in Project Management Tools & Techniques
9. Certificate in Legal Aspect in Banking

10. Certificate in Branch Banking Operations
11. Certificate in Fund Management
12. Certificate in Microfinance
13. Certificate in Operational & Risk Management
14. Certificate in Bank Supervision & Regulations of the Bank
15. Certificate in SME Project Financing
16. Certificate in Branch Operations for Bank Managers
17. Certificate in Commercial Banking for Branch Operation Managers

Seminars / Workshops

1. Seminar on How Banks & Financial Institutions should Manage Credit Risk
2. Seminar on How Banks & Financial Institutions should Manage Market Risk
3. Workshop on Financial Reporting Standards for Bank Risk Management
4. Programme on Basel III Capital Adequacy Framework
5. Workshop on "My Branch the Leading bank in our town"
6. Workshop on Banking Business Environment
7. Workshop on SME Governance Risk Assessment using Governance Tool
8. Seminar on Liquidity Management for Banks & Financial Institutions
9. Seminar on New Foreign Exchange Regime in Sri Lanka
10. Seminar on Anti-money Laundering & Know-Your-Customer
11. Seminar on Legal Implications for Banks
12. Workshop on Liquidity Risk Management and BASEL III
13. Seminar on Credit Appraisal
14. Seminar on Handling Forged Notes
15. Seminar on Banking for Corporate World
16. Seminar on Service Marketing
17. Seminar on Bills of Exchange
18. Seminar on Current Global Regulatory Reforms and Basel III
19. Seminar on Recent Developments and Current Issues of Banking Law
20. Seminar on Fraud Prevention & Investigation
21. Seminar on Payments and Settlements
22. Seminar on International Trade
23. Seminar on Regulatory Compliance Requirements for Banks
24. Seminar on Compliance to promote Risk Management in Banks and Financial Institutions
25. Seminar on Bank compliance
26. Seminar on Branch Banking Operations
27. Seminar on Liquidity Risk Management & BASEL III
28. Seminar on Credit Appraisal

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Notes

Notes

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- ▶ Convenient environment provided for reading books, taking notes and photo copying etc. for reference purposes.
- ▶ Ability to use on weekend holidays the library is kept open on Saturdays and Sundays in addition to Tuesday to Friday (week days) from 8.15 am to 5.15 pm. During IBSL examination period, Library will be opened all 07 days of the week.
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Therefore, we invite the banks and other financial institutions who have not yet obtained our corporate membership to join with this scheme, so as to pave the way for their staff to enhance their knowledge. For further details please contact the library on 011 2 425 732 or library@ibsl.lk and please detach and use the application overleaf for membership.



**INSTITUTE OF BANKERS OF SRI LANKA
Library**

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